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Jitendra Kumar

Career Goal:

To rise in life become a successful Person in a big Organization and to handle a dynamic position in the Field of IT management. Willing to work as a key player in challenging & creative environment.

SUMMARY

- Currently working with Amar Ujala Publications Ltd. as an **Officer** in IT dept. since August 2011.
- Previous Employ with B. L. Info Solutions Pvt. Ltd Ghaziabad (U.P.) as **System Engineer (2008 to2011)**
- Current assignment as an **IT Officer** with **Amar Ujala Publications Ltd.** Managing & maintaining LAN/WAN environment of more than 200 computers including File & Application servers.
- Providing Servers and hardware/software support to remote location of 18 sub-offices. Coordination with vendors and service providers, Data Backup and restoration, Managing IT CMDB, Reviewing monthly basis inventory and Managing Broadband-internet uses of all 18 sub-offices, Sub-Offices problem resolving and coordination over phone/remotely (team viewer and other remote software's) and by Visit to sub-offices etc.

WORK ACHIEVEMENTS

- During My working I have got **Certificate of Appreciation** for Providing timely support to Local teams to ensure that the News Paper come out on time the next day, despite DC Server Down in **Amar Ujala Group in 2018**
- During My working I have got **Certificate of Appreciation** for Helping the units to publish newspaper timely despite the both MPLS link Down in **Amar Ujala Group in 2018**
- During My working I have got **Certificate of Achievement** from **Dell** for **Tech Direct 1000 Client Foundations 2017** in 2018.
- During My working I have got **Certificate of Achievement** from **Dell** for **Tech Direct 1000 Enterprise Foundations 2017** in 2018.
- During My working I have got **Promoted to IT officer** for **Best performance For Year 2K16 -17** in **Amar Ujala Group in 2017.**
- During My working I have got **Certificate of Appreciation** for **highest call closing** among other units in **Amar Ujala Group in 2016.**
- During My working I have got **Certificate of Appreciation** for **successful shifting** the three bureau offices in **very short period in 2016.**
- During My working I have got Certificate of Appreciation for outstanding support from **Amar Ujala Publications Ltd 2015.**
- During my working I achieve some activity like, **Juniper Switch installation and Basic configuration**, Create & manage **Antivirus server(McAfee/Smart-cop)**, Managing and Maintenance of servers, Creation of samba and Squid Server, IT CMDB management, Updates and patch management, Handling Emails, User creation & Managing configuration On **Outlook Express/MS Outlook, Office 565** and Network Connectivity, and troubleshooting, **server and Client** both end, Managing all Sub-office(Bureau offices) problem resolving and via phone or remotely via team viewer, etc. Working on **Free NAS** (Network Attached Storage) installation and Basic Configuration as testing.

SKILLS

- ✓ Centos 6, 5.3/5.10/6, Linux, Squid (Proxy), SAMBA, BIND, Squid, Server etc.
- ✓ Ubuntu Server & Desktop: - Squid (Proxy), SAMBA, BIND, Apache, Ftp server, own Cloud Basic, Maria DB etc.
- ✓ Win 20016, 2008 :- AD installation & Configuration, Backup & Restore Data, User creation & Rights, Disk Quota for user, DHCP,DNS, IIS, Print Server.
- ✓ Basic Free NAS.
- ✓ Own Cloud Installation and configuration on Ubuntu.
- ✓ Coordination with vendors and service providers for Smooth working.

JOB PROFILE & WORK EXPERIENCE SUMMARY

- Managing & maintaining LAN/WAN environment of more than 200 computers including File & Application servers.
- Provide hardware/software support to remote location of 18 sub-offices.
- Email configuration of users in Office 365, MS Outlook 2007, 2013, Outlook express, Mozilla Thunderbird & other email clients also in Mobile (Android & Mac, etc) platform.
- Regular backup of important server data, mail accounts, User data etc Into DVD/CD, HDD.
- Coordinating with Help-Desk to isolate MPLS / Leased line communication issues.
- Basic Installation and configuration of Router.
- Troubleshooting Router, LAN/WAN Configuration, and link testing for network connectivity.
- Responsible for maintaining mix environment of Windows & Linux (Centos and Ubuntu Operating System).
- Routine tuning of Servers/desktop. Perform system management, hardware upgrades, and resource optimization as required. Configure CPU, memory, and disk partitions.
- Manage centralized file server, Application server & Antivirus server.
- Setup computers and install required software for various applications and programs as per client need.
- Maintain data center environmental and monitoring equipment.
- Access control, Monitoring of system activity and Physical security.
- Adminstrate and Maintain IT devices inventory database (CMDB).
- Documentation of daily Call Reports, Antivirus & Server related reports.
- Maintain Computer peripheral devices like printers and resolve associated problems.
- Scheduled check of Server & Client hardware & software for errors.
- Create, change Password, and delete user accounts as per request.
- N-computing configuration & management.
- Visit remote offices for solving hardware, software & network related problems.
- Manage & troubleshoot Laser, DMP & LAN printers, Network Printers and coordinate AMC providers.
- Manage & Maintaining Windows and Software License, and observer to save cost for Software Licenses.

PROFESSIONAL QUALIFICATION

- Completed Jetking Certified Hardware & Networking Professional **{JCHNP}** from Jetking Meerut.
- **MCP** (Microsoft Certified Professional) From Delhi.

EDUCATIONAL QUALIFICATIONS

- **M.S.C. (IT)** from Sikkim Manipal University.
- **B.Com.** from C.C.S University Meerut.
- **Intermediate** from U.P. Board.
- **High School** from U.P. Board.

PERSONAL

DETAILS

Name : Jitendra Kumar
Father's Name : Mr. Jai Singh
Mother's Name : Kanta Devi
Date of Birth : 15th Dec. 1985
Gender : Male
Marital Status : Married
Languages Known : Hindi, English
Nationality : Indian

COMPATIBILITY

HARDWARE

Computer Hardware Installation, PC assembling, Computer troubleshooting, troubleshooting of Printer.

SOFTWARE INSTALLATION

Installation & Managing of Microsoft Windows Operating System & Servers (Windows- XP,7,8,10/ Server 2016,2008,2003, Linux (Ubuntu, Centos), Free NAS installation and basic configuration, Antivirus(Smart-Cop & MacAfee), Microsoft Office(97,2000,xp,2003,2007,2010,13,Office 365 etc.),Installation Corel all version, Adobe all version, Quark installation & Configuration, Adobe primer pro, Adobe Illustrator, Install update & patches, Installing various Device Drivers like Modem, Scanner, Printer, Display, Sound etc.

WINDOWS SERVER (2003, 2008,2016)

Installation of Win 20016, 2008 & 2k3 Server and, AD installation & Configuration, Backup & Restore Data, User creation & Rights, Disk Quota for user, DHCP, DNS, IIS Terminal services, Remote Printing, Print Server installation & Configuration.

LINUX (Centos, UBUNTU)

Installation Centos 6, 5.3/5.10/6,RHL5,Ubuntu Server & Desktop 12, 14, 14, 16, 18.
OS Installation, General Command, Hard Disk Partition, Using Windows Partition through Linux, Squid, SAMBA, DHCP, DNS, Own Cloud installation & Configuration, apache Installation & Configuration, Maria dB installation & Configuration.

WEB DESIGNING

HTML basic.

Working experience on Independent handle complete unit Clint call and Server Side Management and Trouble Shooting. Samba (File Server, Squid (proxy) sever installation & Configuration. Network printer installation, Maintenance, Antivirus Server (McAfee, Smart-Cop)

Working with Amar Ujala Publication Ltd. As a **Team on a project** with **24*7 efforts**

I hereby declare that the information given above is true and correct to the best of my knowledge.

Date: _____

Place: Meerut

(Jitendra Kumar)