

# Surendra Pratap

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I am looking for a progressive assignment in the Technical Support, Network Operations group of a hardware/software organization. I look forward for a working environment that provides opportunity to enhance my skills and make significant contribution to the success of the organization. I am a keen communicator with excellent interpersonal skills & the ability to grasp new concepts & utilize them in a productive manner

## Summary

- ☞ CCC Certificate From NIELIT Gorakhpur Duration 3 Month
- ☞ DCA (Fundamental, Dos Window, M.S.OFFICE, INTERNET) From ACE Computer Gorakhpur duration 6 month
- ☞ Completed Networking Engineer include (A+, N+) from NIIT CENTER , Gorakhpur ( Education and Training by CompTIA)
- ☞ Diploma in card level from NIIT CENTER, GORAKHPUR

## Working Experience

- ☞ 3Years working experience in Krishna Tradres (PATANJALI) As Operation Manager.
- ☞ Working as RO in HDB Financial Services from 29.12.2020 to 04.09.2023.
- ☞ Working as Sales Officer 05.09.2023 HDFC BANK LTD Till now.

## Academic Credentials

- ☞ Post Graduation From D.D.D.U.University, Gorakhpur.(2011)
- ☞ Graduation from D.D.U .University, Gorakhpur.(2009)
- ☞ 12th Passed from U.P board (2006)
- ☞ 10th Passed from U.P board.(2004)

## Key Result Areas:

- ☞ Day to day administration and troubleshooting of network on MS Windows®2003
- ☞ Configuration and Troubleshooting of MS Outlook (2003,2007,2010,2013)
- ☞ Creating and Managing User Accounts
- ☞ Installing AD and managing its environment.
- ☞ Creating and managing Disk Quota

## Networking

- ☞ Planning and Managing Local Area Networking.
- ☞ Installation and configuration of DNS and DHCP
- ☞ Backup and Restore System State Data.
- ☞ Creating and Managing Active Directory Group and OUs.
- ☞ Configuring IP Security, Group Policy and Local Security Policies.
- ☞ Working Knowledge of Switching.
- ☞ Off line files

## Hardware

- ☞ Troubleshooting device, drivers and other hardware and software related problems.
- ☞ Maintaining and troubleshooting hardware systems.
- ☞ Installation and Configuration of system and application software.

## Personal Vitae

Present Address:	Permanent Address:
Surendra Pratap E.W.S 414, Phase -4 Raptinagar Chargawan Gorakhpur-273013	Surendra Pratap E.W.S 414, Phase-4 Raptinagar Chargawan Gorakhpur 273 013
Father's Name: Mr. Mahendra	Sex : Male
Date of birth : 10 <sup>th</sup> july 1989	Marital status : married
Nationality : Indian	Language Known : English, Hindi
Interests : Listening Music and Net Surfing .	Passport : Not Available

Surendra Pratap

Date:

Place: