

LAKHWINDER SINGH



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OBJECTIVE:

Seeking new challenging job which is parallel to my abilities. Be one of the key of the company vision into realization through strong dedication, hard work and good leadership skills to enable the organization to deliver strategic new initiative some time, within budget and scope. Make my learning curve to move in linear fashion along with growth of my functional skills coupled with overall personality development in order to face the challenging time ahead.

Chardikla Timetv, Patiala

11-Sep-2020

WORK EXPOSURE

Currently working with **Chardikla Timetv, Patiala**
Operations **Patiala, (Punjab)**. Position of System Administrator in IT department.

KRA:

- Managing School IT individually.
- Managing School P.A System individually & Managing School **CCTV** Camera individually.
- Managing School DNS Server 2019, 2016 & 2008r2.
- Managing School **Bio-Metric** MIS individually.
- Coordination with Vendors to ensure the best service.
- **Maintains Enterprise resource planning Software.**
- Managing Servicing and operating systems of the School.
- Maintain, Updating, recovery of installed software's
- Maintains of equipments installed and to encase the warranty of the same.

Mount Litera Zee School, Patiala

10-July-2019 to 31-Aug-2020

WORK EXPOSURE

Mount Litera Zee School, Patiala (**Zee Learn**) Operations **Patiala(Punjab)** (Domain server – Win-Xp Server 2003 2008-R2, 2012-R2, 2016-R2) Main Location **Mount Litera Zee School, Patiala (Punjab)**

KRA:

- Managing School IT individually.
- Management of IT Lab(**N-Computing**), Language Lab with Virtual Machine(**Hyper V**)Management of Client Desktop with all Group Policies.
- Managing School P.A System individually& Managing School **CCTV** Camera individually.
- Managing School **EPBX** individually.
- Managing School **Bio-Metric** MIS individually.
- Coordination with Vendors to ensure the best service.
- Managing computer data security.
- Managing Servicing and operating systems of the School.
- Maintain, Updating, recovery of installed software's
- Maintains of equipments installed and to encase the warranty of the same
- Maintain N-Computing thin client of installed software
- Maintain Main Domain Server Backup and Restore backup

PepsiCo India Holdings Private Ltd Pvt.

WORK EXPOSURE

Currently workingwith**PepsiCoIndiaHoldingsPvt.Ltd.Channo (Punjab)**as I.T consultant– Operations **Channo (Punjab)** (Domain server – 2016 R2) Main Location – **PepsiCo India Holdings Pvt. Ltd. Channo (Punjab)**Patiala from last 6 Month.

PepsiCo India Holdings Private Ltd.

02-Sep – 2018 to 10-June-2019

KRA:

- Managing **PepsiCo** IT individually.
- Management of Virtual-Machine (**Hyper-V**) Management of Client Desktop with all Group Policies.
- Managing **PepsiCo** P.A System individually & Managing School **CCTV** Camera individually.
- Managing **PepsiCo EPBX** individually.
- Managing **PepsiCo Essen Bio-Metric** MIS individually.
- Coordination with Vendors to ensure the best service.
- Managing computer data security.
- Managing Servicing and operating systems of the School.
- Maintain, Updating, recovery of installed software's
- Maintain ZM 400 Thermal printer & LaserJet printer with scanner all permissions. Maintain of equipments installed and to encase the warranty of the same
- Managing Sap Software & MII Software

Mount Litera Zee School, Patiala

From 01-July-2016 to 31-0Sep-2018

KRA:

- Managing School IT individually.
- Management of IT Lab (**N-Computing**), Language Lab with Virtual Machine (**Hyper V**) Management of Client Desktop with all Group Policies.
- Managing School P.A System individually & Managing School **CCTV** Camera individually.
- Managing School **EPBX** individually.
- Managing School **Bio-Metric** MIS individually.
- Coordination with Vendors to ensure the best service.
- Managing computer data security.
- Managing Servicing and operating systems of the School.
- Maintain, Updating, recovery of installed software's
- Maintenance of equipments installed and to encash the warranty of the same

The Computer Empire

From 1-06-2015 to 20-06-2016

Computer Hardware & Engineer

Location–Leela Bhawan, Patiala

KRA:

- Computer hardware &Networking.
- Software installation &updating.
- Repairing.
- Sale &Purchase.

Apollo Computer

From 01-06-2013 to 31-05-2015

Computer Hardware & Engineer

Location – Leela Bhawan, Patiala.

KRA:

- Computer hardware &Networking.
- Software installation &updating.
- Repairing.
- Sale &Purchase.

Educational Qualifications

- Matriculation from Punjab School Education Board in 2010.
- Higher Secondary from Punjab School Education Board in 2012.
- Microsoft Certified Systems Engineer **Net-Max** Jan 2018.
- Certification In Computer Application 1 Year April 2017 to March 2018

Achievement:

- National Cadet Core (NCC) "B" Certificate (14 Punjab, Roper)
- Jr. National Kurash Championship 2012-13

Personal Information:

<u>D.O.B</u>	24 April 1992.
<u>Father's Name</u>	S.Jarnail Singh.
<u>Marital status</u>	Married.

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