

RESUME

Salim Shekh

Ashrampara, Khambha
Taluka-Khabha
Dist :- Amreli-
365650

Mobile :- +91 9723290970
E-mail :- shekhsalim22@gmail.com

CAREER OBJECTIVE :-

To be challenging career that would allow me to contribute productivity in achieving the organizational objectives by making optimum use of my technical knowledge & experience while moving ahead on path of professional growth and continuous self-improvement through continuous learning process.

ACADEMIC PROFILE:-

Qualification	Board/University	Year of Passing	Result
Diploma (EC)	G.T.U	2016	53%
S.S.C	G.S.E.B	2011	69.8%

WORK & EXPERIENCES:-

1. Company Name :- Microsense (Mi-Fi) Networks Pvt. Ltd. (Oct-2020 to Till Date)
Client Site :- Taj Skyline- Ahmedabad
Designation :- Helpdesk Executive

Job Responsibilities:-

- ✓ Wi-Fi Management
- ✓ To provide all types of Hardware, Network & Application Support.
- ✓ Opera, Synaxis, Oxi Hotel Management Application Support.
- ✓ Shawman & SNC POS Management Application Support.
- ✓ Prologic Store and Account Management Application Support.
- ✓ To Manage the Service now portal.
- ✓ Dealing with incoming faults in a professional, courteous manner over the phone/mail.
- ✓ To configure new desktop and laptop. .
- ✓ Installation and formatting of Operating Systems.
- ✓ Troubleshooting printer related problems.
- ✓ Antivirus Definition update and verify in all Clients & Servers.
- ✓ Installation of Microsoft office, office 365 and Configuration of Microsoft outlook.

2. Company Name :- Pride Plaza Hotel – Ahmedabad (April-2018 to Sept-2020)
Designation :- IT Executive

Job Responsibilities:-

- To Manage “IDS” Software. (A Centralize Hot El Management Software)
- Wi-Fi Management
- Maintain Around 65 CCTV Cameras With Public IP.
- Epabx System – Matrix (Nec (250 Extention) .
- Operating System: Windows 2003/2008/2012/2016 Server, Win7, Win 08.,Win 8.1,Win 10
- Worked With MS-OFFICE 2007/2010/2013/2016 (Outlook ,Word, Excel, Power-Point)
- To Manage RFID ONITY Door Lock (164 Keys).
- Configuration Of The All Internal TCP/IP Addresses With Routable & Non-Routable Devices.
- Troubleshooting All Hardware Problems On Pcs & Printer.
- Maintain Daily Work Report & Asset Register Of All IT Components

3. Company Name :- Microsense (Mi-Fi) Networks Pvt. Ltd. (Nov-2017 to April-2018)
Client Site :- Crown Plaze Hotel - Ahmedabad
Designation :- Helpdesk Engineer

Job Responsibilities:-

- ✓ Wi-Fi Management
- ✓ To provide all types of Hardware, Network & Application Support.
- ✓ Opera Hotel Management Application Support.
- ✓ Dealing with incoming faults in a professional, courteous manner over the phone/mail.
- ✓ To configure new desktop and laptop. .
- ✓ Installation and formatting of Operating Systems.
- ✓ Troubleshooting printer related problems.
- ✓ Antivirus Definition update and verify in all Clients & Servers.
- ✓ Installation of Microsoft office and Configuration of Microsoft outlook.

4. Company Name :- Pride Plaza Hotel - Ahmedabad (March-2017 to Nov-2017)
Designation :- IT Assistant

Job Responsibilities:-

- To Manage “IDS” Software. (A Centralize Hot El Management Software)
- Wi-Fi Management
- Epabx System – Matrix (Nec (250 Extention) .
- Operating System: Windows 2003/2008/2012/2016 Server, Win7, Win 08.,Win 8.1,Win 10
- Worked With MS-OFFICE 2007/2010/2013/2016 (Outlook ,Word, Excel, Power-Point)
- To Manage RFID ONITY Door Lock (164 Keys).
- Troubleshooting All Hardware Problems On Pcs & Printer.
- Maintain Daily Work Report & Asset Register Of All IT Components.

IT SKILLS:-

❖ Operating Systems	:-	Windows OS Family
❖ Server Operating Systems	:-	Windows Server-2012
❖ Application & Software Known	:-	MS-Office Package
❖ Mailing Software	:-	Microsoft Outlook,
❖ Application Support	:-	Opeara, Prologic, Shawman & IDS
❖ Antivirus Software	:-	Symantac,, Crowd Strike & Seqrite.
❖ Remote work application	:-	VNC Viewer, Team Viewer, Anydesk
❖ Server Backup	:-.	Atempo server & client backup

INTERPERSONAL SKILLS:-

- Ability to rapidly build relationship and trust.
- Determined to learn with a practical approach.
- Good problem solving skill.
- Excellent Communication skill.
- Able to work in a Team and individual.

PERSONAL DETAILS:-

- Full Name :- Shekh Salim Husensha
- Marital status :- Single, Male
- Date of Birth :- 23rd –October 1995
- Languages :- Gujarati, Hindi and English
- Hobbies :- Car Driving, Listening Music

DECLARATION:-

I hereby declare that the above information provided by me is true to best of my knowledge request to you give me a chance for join your company. I can try my level best performance to satisfy you.

Date:-

Place:-

Yours Sincerely,
Shekh Salim