

CURRICULUM VITAE

AMIT D. RANA

1502, Kokadiya Ni Pole
Sarangpur Chakla
Ahmedabad 380001

Email: rana.amit230298@gmail.com
Mo. No. +91 92650 14709

CAREER OBJECTIVE:

I want to work in cloud environment for a company where I can use my technical abilities.

EXPERIENCE:

➤ **SYSTEM ADMINISRATOR**

Ace Infoway Pvt. Ltd.
Sola Bhagwat, Ahmedabad 380061
From Dec 2020 – Till date

Duties:

- Configured & manage Firewall
- Configured & manage Internal Mail server, NAS, OS-ticket support system
- Daily check file server performance, Daily data Backup, Sync on Dropbox
- Manage Hardware & software inventory
- Configure MS Outlook & Thunderbird for Email accounts
- Communication with users to Identify Issues and explain solutions.
- Troubleshoot & resolve Desktop/Laptop, Printer, Network related issues, OS installation (Windows, Linux)
- Remotely support using any desk, TeamViewer, VNC

➤ **RETAINER ENGINEER**

The Gujarat Cancer & Research Institute (Aforeserve.com Ltd.)
Asarwa, Ahmedabad 380016
From June 2020 – Dec-2020

Duties:

- Manage Active Directory Users & DHCP
- Installation & configure new desktops & laptops
- Communicate with Users to Identify Issues and Explain Solutions
- Remote supporting to clients.
- Troubleshoot & resolve desktop/laptop, printer, network related issues, crimping the cable

➤ **SYSTEM ENGINEER**

Areco Consulting & Engineering (India) Pvt. Ltd.
Bodakdev, Ahmedabad 380054
From: Aug 2018 – June 2020

Duties:

- Installation of operating system and softwares
- Troubleshoot & resolve hardware, software & network related issue
- Configure outlook for Email
- Daily Data backup
- Made a company website (www.areco.in)

TECHNICAL SKILLS:

- Desktop Assembling, replace parts for laptop/desktop.
- Troubleshooting of hardwares and softwares issues.
- Good knowledge about network configuration.
- Good ability to manage users and giving the required configuration's system
- Installation server 2016 & configure services: Active Directory, Group Policy, Network load balancing, DHCP, DNS, WDS, IIS, File Sharing & Permission
- **Kerio firewall**: inbound – outbound rules, log checking, IP allocation, Allow & block urls.
- Cloud: Dropbox, MS Azure fundamental

CERTIFICATE:

- Microsoft Certified: Azure Fundamental (AZ 900)

QUALIFICATION:

- **Bachelor of Computer Application (BCA)**
Navgujarat College of Computer Application
Gujarat University
Income Tax, Ahmedabad
Graduated, April 2018
Avg. Result: Second Class
- **H.S.C.**
Shri J. C. Shah Prakash High School
Gujarat Board
Relief Road, Ahmedabad
Passed, March 2015
Result: 60%
- **S.S.C.**
Shri J. C. Shah Prakash High School
Gujarat Board
Relief Road, Ahmedabad
Passed, March 2013
Result: 64%

INTRODUCTION:

Father's Name	:	Dinesh S. Rana
Mother's Name	:	Harsha D. Rana
DOB	:	02-March-1998
Gender	:	Male
Marital Status	:	Married
Nationality	:	Indian
Languages Known	:	Hindi, English, and Gujarati

DECLARATION:

I hereby declare that the information given here with is correct to my knowledge and I will responsible for any discrepancy.

(Amit Rana)