

CURRICULAM VITAE

Sajjad Ansari

S/o-Md Isteyak Ansari
Ward 12 Rajopatti Sitamarhi Bihar
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WORK EXPERIENCE 9 Years

Objective

To Work With Full Dedication For Achieving The Goal And To Be An Efficient Part Of A Reputed Organization And Enhance My Abilities.

Experience

- 1) 1 Year Experience as an Technical Support&Desktop Support Engineer in Arya BroadBand Janakpuri (New Delhi).
- 2) 3 year Experience as a Desktop support Engineer in cms info systems Pvt. Ltd New Delhi.for **Prometric (Project) Site All India Institute of local self Government janakpuri (New Delhi)**
- 3) 2 year Working in **Sain overseas Pvt. Ltd** Muzaffarpur as a **System Administrator** from june 10.2015 to till Date.(**UIDAI**)Project
- 4) **2 Year Experience as an Computer Operator&Desktop Support(Hero Agency Sitamarhi)**
- 5) Present Working (CSC) COMMON SERVICES CENTER , WASUDHA KENDRA RAJOPATTI SITAMARHI BIHAR as an Desktop Support Computer Operator **Freelancer Work (UPWORK FIVVER APPEN)**

Professional Qualification

Hardware & Networking Diploma from A-SET Karol Bagh New Delhi.
Advance Diploma computer Application (MS OFFICE PHOTO SHOAP PAGE MAKER GRAPHIC DESINE TYPING etc

Academic Qualification

High School in year 2004 from B.S.E.B Patna with 2nd class.
Intermediate in year 2007 from B.S.E.B Patna with 2nd class.
Graduation in year 2009 from BSBA University Muzaffarpur2ⁿ

NSEIT (UIDAI) SUPERVISOR EXAM..PASSED

Job Responsibilities as System Administrator

- Installation & Configuration of LAN.

- Installation of Device, Drivers, Hardware Components & Troubleshooting
- Software installation on Windows.7.8.10.11
- Sharing and Security.
- Network Management & Monitoring.
- Windows XP, Windows 7 Desktop Laptop Printer Assembling
- Printer & cartridge refilling & assembling
- Antivirus Installation.
- Backup and Restore.
- Outlook Configuration, DVR Configuration.
- Laptop card Level Repairing Solution
- Installation of Polycom Video Conferencing System.
- Configuration of Printer, Modem, Scanner.
- Cabling & Crimping for Systems, Hubs, and Switches.
- **Ms Office Ms Word Excel Typing Photo Shop Photo Editing Create Video Editing Create Email Messing Handle Internet Configuration Installation Trouble Shooting Graphic Desine**
- **All type Online Form Fill Filling Translate..Scanning Customer Support**

Interpersonal Skills

Hardworking & having ability to complete the given task.
Able to handle the workload in any atmosphere.

Personal Details

Name : Sajjad Ansari
 Father's Name : Md Isteyak Ansari
 Date of Birth : 08.08.1982
 Nationality : Indian
 Marital Status : Married
 Languages Known : Hindi, English Urdu
 Permanet Add : ward No 12 Rajopatti Sitamarhi Bihar

Declaration

I declared that all things are mentioned is true in my language if any fault is occurred then I am responsible for cancellation of my candidature.

Date:

Sajjad ansari

Place: