

RESUME



JAY PRATAP SINGH

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CARRER OBJECTIVE:

Seeking a position in life to utilize my skills and abilities and achieve professional growth while being resourceful, innovative and flexible. To add valuable assets to your esteemed organization as an active member.

Work Experience:

Manager IT at Pushpanjali Hospital & Research Centre Pvt. Ltd.

(From 1stNovember 2014 to today onwards)

(Responsible for leading and managing a IT Dept. in implementing improvements to all the IT software and Networking procedures. Also involved in managing, planning, scheduling, reporting & purchasing in IT.)

Key Role:-

- Managing and Installing Hospital Information Management System (HIMS) with SQL Server 2019 and IIS.
- User and Groups Policy Management of AD 2008 &2012r2.
- Package creation and deployment
- Infrastructure management
- Users & Device Policy management.
- Setup/Managing Windows Servers
- Give Remote Support to Developer and on-site engineer via remote client management, WebEx, work on Ticket Support, Mobile Support (24 hrs.)
- Working within SLA to take ownership, escalate to resolve.
- Managing MS Teams with user's restrictions according to compliance security policy.

- Managing Microsoft in-tune to enroll remote location work-group machines and apply policy based hardening according to company/process.
- Managing office365 mailing solutions.
- Firewall installation and policy configuration
- Patch management and windows upgrade management
- Handling 4+ L1 desktop Engineer's team.
- Knowledge of DNS, DHCP, FTP.
- Server build and RAID configuration

Project Coordinator at Skywave Informatics Pvt. Ltd.

(From 2nd July 2013 to 25th July 2014)

Responsible for leading and managing a project team in implementing improvements to all the IT software and Telecommunication procedures. Also involved in managing, planning, scheduling & reporting on project activities.

Internship/Training:

Communication & Networking from MTS India (SistemaShyamTeleServices Ltd.), Vaishalinagar, Jaipur (From July 2012 to January 2013).

Industrial Visit: (Academic)

- Hindustan Zinc Limited (Vedanta), Chittorgarh.
- Pyrotech Electronics Pvt. Ltd, Udaipur.

Skills: (Technical)

- Computer basics, MS-Office, MS-Dos, Active Directory, DNS, IIS.
- Computer Language: - Assembly (Microprocessor programming), C, C++, HTML, VHDL (on Xilinx), Java (basic).
- Operating system: - Windows 11, 10, 8.1, 8, 7, Vista, XP, Ubuntu.
- Operating system (Server): - Windows 2019, 2016, 2012 R2, 2012, 2008 R2, 2008, 2003.

Skills: (Personal)

- Easily can work as a team player as well as an individual.
- Punctual and Sincere.
- Positive Attitude with hard worker.
- Fully committed to assigned work.
- Comprehensive problem solving abilities.
- Excellent verbal and written communication skills.
- Willingness to learn.

EDUCATIONAL QUALIFICATIONS:

Name of Institution	Course	Board / University	Year	Grade/Results Aggregate
Mewar University	B.Tech (ECE)	Mewar University	2009-13	8.24 (on 10 scale)
BRB Saraswati Vidya Mandir	12 th	CBSE	2008	73%
BRB Saraswati Vidya Mandir	10 th	CBSE	2006	82.4%

Project Work: (Academic)

1. Beetle bot. (a robot without micro-controller.)
2. Seminar on “COMPRESSION OF 3D INTRIGAL IMAGE USING 3D WAVELET TRANSFORM”

Personal Details:

Father's Name : Shri Rajesh Kumar Singh
Mother's Name : Smt Sunita Devi
Nationality : INDIAN
Language known : English and Hindi.
Gender : Male
Date of Birth : 05/06/1991
Marital status : Married.

Hobbies:

Photography, Reading novels & Technical magazines, to learn Ethical Hacking, Playing Outdoor Games, Watching Science fiction (Si-Fi) movies & TV Shows.

Achievements: (Academic)

- Work as a volunteer in National Service Scheme for 2 years (2006 to 2008).
- Accomplished 4 days' workshop cum training on “**Sensitization Programme on Biotechnological techniques.**”
- Work as a Coordinator in **SAMARTHA 10 (University level technical Symposium)**
- Runner up in model making competition at **SAMARTHA 10** (Beetle bot a simple robot).
- Runner up in Volleyball at Annual Sport Meet Zeal 12 (University level).
- Founder & CORE Organizer of **XPERIA 2K11 a National level Technical & Cultural Symposium** of Mewar University.

Declaration:

I Jaypratap Singh hereby declare that the above stated details are true to the best of my knowledge.

Place: Agra
Date: 23/08/2022

(Jay Pratap Singh)

