

AJITH MUTTATH JOB

MUTTATH,
GUDAIBIYA,
BAHRAIN.

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OBJECTIVES

A HIGHLY ACCOMPLISHED AND RESULTS-DRIVEN TECHNICAL PROFESSIONAL WITH 11 YEARS OF EXPERIENCE IN IT SUPPORT, 3 YEARS AS A CCTV TECHNICIAN, AND 5 YEARS AS AN ELECTRONIC MECHANIC. DEDICATED TO ENSURING THE SEAMLESS FUNCTIONING OF ALL SYSTEMS WITHIN THE ORGANIZATION'S DEPARTMENTS BY DELIVERING PROMPT AND EFFECTIVE SOLUTIONS. PROFICIENT IN WELCOMING AND ASSISTING CLIENTS AND EMPLOYEES, BOTH IN PERSON AND OVER THE PHONE. ACTIVELY SEEKING A HIGH-PROFILE POSITION WITH A FORWARD-THINKING ORGANIZATION THAT RECOGNIZES AND VALUES MY SKILLS, EXTENSIVE EXPERIENCE, AND DEDICATION.

CARRIER HISTORY

IT SUPPORT

- AJT ENTERPRISES Pvt. Ltd. THODUPUZHA, KERALA (JAN 2020 -- NOV 2023)
- NOVO COMPUTERS, PERUMBAVOOR, KERALA (AUG 2017 -- DEC 2019)
- AL RAWNAQ COMPUTER, AL EKKER, BAHRAIN (FEB 2016 -- AUG 2017)
- NOVO COMPUTER SHOPPE, CHALAKKUDY, TRISSUR (MAR 2014 -- JAN 2016)
- MASS COMPUTER TECHNOLOGY, GUDAIBIYA, BAHRAIN (FEB 2011 -- FEB 2012)
- SILICON TECHNOLOGY SERVICES,E. RIFFA, BAHRAIN (JAN 2009 -- JAN 2011)
- AL JAZEERA COMMUNICATIONS, HAMAD TOWN, BAHRAIN (NOV 2006 -- NOV 2008)

CCTV TECHNICAN

- BETA TELESYSTEMS, KADAPPAKKADA, KOLLAM (MAR 2012 -- FEB 2014)

ELECTRONIC TECHNICIAN

- AL SABEEL ELECTRONICS, SITRA, BAHRAIN (MAY 2004 -- SEP 2006)
- VENUS ELECTRONICS, KADUNGALLOOR, ALUVA (JUN 2001 -- MAY 2004)

EDUCATION

ELECTRONIC ENGINEERING (DIPLOMA, NCVT CERTIFIED, Govt of INDIA)

SOCIAL WELFARE TECHNICAL SCHOOL ASSOCIATION, ALUVA, ERNAKULAM (1999-2001)]

PDC (CALICUT UNIVERSITY, KERALA)

KKTM GOVT COLLEGE PULLUT, KODUNGALLOOR (1997-1999)]

SSLC (BOARD OF PUBLIC EXAMINATIONS, KERALA.)

STAR JESUS HIGH SCHOOL, KARUKUTTY, ERNAKULAM (1997)

PROFESSIONAL EXPERIENCE

IT SUPPORT

- DIAGNOSING DESKTOP, LAPTOP, POS MACHINES, NETWORKING AND INFRASTRUCTURE ISSUES.
- RESPONSIBLE FOR INSTALLING AND SUPPORTING WINDOWS OPERATING SYSTEMS, ANTIVIRUS PRODUCTS, MS OFFICE, DATA RECOVERY AND OTHER SOFTWARE REQUIRED.
- FAMILIAR WITH VARIOUS IT PRODUCTS FROM LEADING BRANDS IN MARKET
- MAINTAINED A LOG OF ALL PROBLEMS DETECTED, SOLUTIONS APPLIED AS REQUIRED BY MANAGEMENT
- USER ACCOUNT CREATION, EDITING PERMISSIONS, SYSTEM BACKUP, SYSTEM MAINTENANCE...
- HANDLED THE TASKS OF INSTALLING AND MAINTAINING ELECTRONIC DEVICES, AND ACCESSORIES AS REQUIRED

CCTV TECHNICIAN

- INSTALLATION AND CONFIGURATION OF CCTV SECURITY CAMERA, IP CAMERA, DVR, NVR...
- INSTALLING POWER SUPPLIES, POE SWITCHES, CABLING.
- CONFIGURING CCTV NETWORK, ONLINE ACCESS FOR CLIENTS...

ELECTRONIC TECHNICIAN

- ASSEMBLING AND INSTALLATION OF ELECTRONIC COMPONENTS WITH PCB
- MAINTENANCE AND INSTALLATION OF AUDIO AND VIDEO DEVICES.

KEY RESPONSIBILITIES HANDLED

- ABILITY TO WORK CLOSELY WITH AND DEVELOP RELATIONSHIPS WITH CLIENTS.
- IMPROVING AND DEVELOPING THE KNOWLEDGE & SKILLS OF OTHERS.
- HIGHLY ORGANIZED WITH A POSITIVE 'CAN DO' ATTITUDE.
- KNOWLEDGE OF PROGRESS MONITORING AND REPORTING.
- EXCELLENT CUSTOMER FACING SKILLS.
- DISCIPLINED, ENERGETIC AND RESULTS ORIENTATED.
- HAVING AN ANALYTICAL APPROACH TO PROBLEM SOLVING.
- CAN CREATE AN ENVIRONMENT WHERE COLLEAGUES AND STAFF CAN DEVELOP AND EXCEL.
- HIGH STANDARDS OF NUMERACY AND LITERACY.
- ASSERTIVE AND CONFIDENT.
- SELF-STARTER, WHO CAN MULTI-TASK IN A DEMANDING ENVIRONMENT.
- PERFORMED OFF HOUR HELP DESK SUPPORT

LANGUAGES KNOWN

ENGLISH, HINDI, TAMIL, MALAYALAM AND ARABIC (NOT VERY FLUID).

PASSPORT DETAILS

PASSPORT No: X6481243 / **EXPIRY DATE:** 10 MARCH 2033 / **NATIONALITY:** INDIAN / **DOB:** 11 NOV 1982

DECLARATION

I HERE BY DECLARE THAT THE ABOVE-MENTIONED PARTICULARS ARE TRUE TO MY KNOWLEDGE AND BELIEF.

DATE: 04/NOV/2023

PLACE: BAHRAIN

SIGN