



*System Admin
Technical Support
CCTV Operator & Installer
Inventory Controller*

System Administrator & Inventory Controller



ARVIND SINGH

IT SUPPORT & TECHNICIAN

Profile

Analytical Technical Support & IT professional, adept at resolving network issues and with the knowledge of Windows Server, System Admin and Technical Support. Critical thinker who addresses problem quickly & who consistently exceeds performance standards. Level headed and calm in stressful situations with well-developed people skills.

Contact

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Kingdom of Bahrain.

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Gender: Male

Date of Birth: 1 st February 1989

Marital Status: Married

Nationality: Indian

Driving Lic: Yes.

Hobbies and Interests.

- Internet, Laptops, desktops, Books.
- Punjabi Music, Hollywood Movies,
- Football and Cricket.
- To be in Family and Friends.
- Traveling with friends and family.

STRENGTH

- Self-Motivated Professional.
- Good Communication skills.
- Decision making skills.
- Focused, Organized & Proactive.
- Positive attitude and always a student.



Education

- **MCSA Server 2016** (740-741-742)
Year: 2020
- **CCNA** (Routing and Switching)
Year: Dec 2015- Mar 2016
Three months training in Cisco routing and switching in which I learn managing LAN's, WANs & Troubleshooting local networking issues.
- **IELTS** (International English Language Testing System)
Year: 2016
- **B. TECH** (Information and Technology)
Lovely Professional University, Phagwara (Punjab)
Year: -2011-2015
- **DIPLOMA** (Information and Technology)
SBCMS Polytechnic, Attalgarh, Mukerian (Punjab)
Year: 2009-2011
- **ITI** (Industrial Training in Computer Operator and Programming Assistant)
MVM Institute of Technology, Attalgarh, Mukerian (Punjab)



Skills and Abilities

IT Support

- Technical Support.
- Local Networking (LAN, WAN, Print Servers, Office Networking, CCTV etc.).
- Troubleshooting S/W and H/W issues of Computers.
- Oracle Database 11g (Inventory Controller).
- SQL Server 2016 (Basics)
- Windows Server 2016.



Experience

- **IT Admin and Clerk** (Inventory Controller and Technical Support)
Duration: 2.5 Years.
Duties: Managing Purchase in Oracle.
Managing Stock in Oracle and ERP.
Stock Movement Reports.
Stock Taking.
Transacting Stock Deliveries.
Insuring accuracy and Safety of stock.
- Worked on individual basis and has more than 6 years of experience in troubleshooting hardware and software issues of desktops and laptops, local server (Printers, Local Network.)