CURRICULUM VITAE

Raviraj R. Satam
A/8, Ekvira darshan,
Subhash Road, Navapada,
Dombivali (west)   Mobile : 9820293128
Dist: THANE – 421202   E-Mail: satamraviraj@gmail.com

OBJECTIVE

- Over 10 year of technical experience in IT industry
- Highly skilled in providing support and monitoring a business's core IT resources
- in depth knowledge of providing troubleshooting services for hardware issues
- Able to develop and maintain system and security documentation
- Proficient in driving improvement in technology and relates procedures

TECHNICAL SKILLS

Operating System

- Windows Server 2003, Server 2008, Server 2012, server 2016, Windows 7,Windows 8.1, Windows 10, Windows 11

Microsoft Technology

- DNS, DHCP, Proxy, AD Group Policy, FTP, File server

Hardware Skills

- Assemble & Troubleshooting various Hardware components such as Motherboard, Ram, Processor, CCTV Camera and Security alarm system

Networking Skills

- TCP/IP, IPV4, IPV6, Sub netting, NAT, VPN, IP Routing, Routing Protocols, N/W Implementations and cable Crimping & Punching, Router Configuration.

RELEVANT SKILLS

- Good Knowledge of MS office products
- Exceptional knowledge of basic networking protocols
- Skilled in working with Apple products.
- Good Communication skills
- CCTV Installation Knowledge

ACCOMPLISHMENTS

- Reduced losses to the company brought about by frequent network issues by implementing a fully operational backup system

EXPERIENCE

SURI Agro Fresh Pvt. Ltd, Navi Mumbai. Aug 2021 To Present.

Role: - IT Officer

- ➢ Provided desktop/network support to corporate users
- ➢ Daily support for basic IT needs, setting up new users and managing backup, security and passwords
- ➢ Planning and managing Local Area Networking
- ➢ Track IT Assets - both PCs, Mobiles, iPads and other inventory such as spare parts
- ➢ Managing Surveillance system.
- ➢ Managed and improved firewalls.
- ➢ Identified and investigated network issues, maintained and upgraded hardware and software, and assisted in the server installation.

R.G.A Fresh Fruits Pvt Ltd, Navi Mumbai. Mar 2019 To 30Jul 2021

Role: - IT Officer

- ➢ Provided desktop/network support to corporate users
- ➢ Daily support for basic IT needs, setting up new users and managing backup, security and passwords
- ➢ Installed, upgraded, supported and troubleshot Windows Operating Systems and Microsoft Office suite, and other applications as assigned
- ➢ Performed general preventative maintenance tasks on computers, laptops, printers and any other authorized equipment
- ➢ Supported 11 remote users in 4 Site via VPN
- ➢ Managed and improved Cyberoam firewalls
- ➢ Upgraded, repaired and maintained existing hardware
- ➢ Track IT Assets - both PCs, Mobiles, iPads and other inventory such as spare parts

Oriole Consultancy Services, Bhandup. July 2016 To Feb 2019

Role :- Sr. Customer Support Engineer

- ➢ Managing Active Directory server and workstation.
- ➢ Create Users, Group as per user creation policy as per client required in server
- ➢ User accounts and data management, implementing share & permissions on user data folders as per company standards
- ➢ Installing and configuring domain controllers
- ➢ Installation of operating systems. & server installation
- ➢ Configuring Printers & troubleshoot the issues.
- ➢ Taken Backup of user using Synology backup system, nova backup software.
- ➢ Install all type Antivirus.
- ➢ Assembling and cabling Cisco devices, Basic Router and Switch Configuration
- ➢ Managing all office Desktop / Laptop Inventory (Patch Management, Antivirus Updating, Client Requirements Etc.)
- ➢ Configuration & Troubleshooting of Outlook Express & Microsoft Outlook mailing system.
- ➢ Troubleshooting the Laptop & Desktop problems using remote access service like Remote Desktop Connection, VNC, and Ammy Admin, Team Viewer, Any Desk.
- ➢ Configuration Of VPN
- ➢ Installation & configuring Attendance Machine i e. Essl
- ➢ Install CCTV System and configuration.

Aditya Infotech, Navi Mumbai. Feb 2010 to Jun 2015
Role: Hardware & Network Support Engineer
- Installation of operating systems windows XP, 7, 8, 8.1, 10
- Install MS Office 2003,2007,2010,2013,2016
- Install and upgrade hardware and software components
- Develop and document technical processes.
- Computer assembling and maintenance
- Sharing folder, sharing device & Printer.
- Provide technical solutions and troubleshooting services on need basis
- Ensure proper working order of all terminals and servers at all time
- Assembling and cabling Cisco devices, Basic Router and Switch Configuration
- Installation of Local and network Printer & Troubleshooting
- Provide support to remote user

Worked for Sheety Associates, Mumbai May 2007 To Dec 2009
Working for Client Capita India Pvt. Ltd. Thane
 Role: BMS Operator

- Handling Access Controller system for Siemens.
- Ensure smooth operation of fire protection and detection system, Addressable and Convectional system, and FM 200 system.
- Planning, Scheduling and conducting preventive maintenance service of all electro mechanical equipment to ensure smooth and trouble free operation with maximum operational efficiency.
- Preparation and maintenance of records and report as per auditing standards.
- Continuous monitoring & ensure trouble free operation of emergency back-up equipment DG set & UPS system provided with static switch on out put side to avail maximum redundancy in case of failure of one unit to Access control & Security system, CCTV system with DVR units.
- Prepare daily, weekly and Monthly report

EDCUATIONAL QUALIFICATION

- Completed ITI with NCTVT from Maharashtra State Board
- Completed Computer Hardware & Networking Course from NTMS.
- Completed Higher Secondary from Maharashtra State Board

PERSONAL PROFILE

Name	:	Raviraj R. Satam
Date of Birth	:	23rd May 1986
Place of Birth	:	Mumbai
Marital Status	:	Married
Languages known	:	English, Hindi & Marathi.
Extra Curricular	:	Sports – Cricket, Chess, Listening Music.

 Place :
 Date :

                                                        (Raviraj R. Satam)