**Chinmaya Nanda Panda**

**Permanent Address :** Berhampur, Odisha-760001

**Present Address :** Tollygunge Road, Kolkata - 700033

**Phone :** +91-8820061345

**Email :** [chinmayapanda7@gmail.com](mailto:chinmayapanda7@gmail.com)

**Professional Work Experience:**

* Working at **PACE Info India Pvt Ltd.** Kolkata as a **Technical Associate** from Jan 2019 to till date.
* Working at **Net Connect Pvt Ltd.** Pune as a **DBA Admin** (Oracle Apps) from Jan 2018 to Nov 2018.
* Working at **CMS IT Services Pvt Ltd.** Kolkata as a **Customer Support Engineer** from Jun 2013 to Dec 2017.
* Worked at **Genex Hunt Staffing Solution Pvt Ltd.** Kolkata as a **Desktop Support Engineer** from Mar 2012 to May 2013.
* Worked at **Dynacons Systems Solutions Ltd.** Mumbai as a **Customer Support Engineer** from April 2005 to Feb 2012.

**Deputed Client – 1**

**Tata Interactive Systems Ltd.**

**Roles and Responsibilities:**

* Managed a Project that composed of 300 computers and peripherals, including hardware setup and installation of applications.
* The objective of this project is installation of operating system and configuring according to the client requirements.
* Working as an alternate BCP (Business Continuity Plan) member of System Administration.
* Installation & configuration of Windows XP-7-10 in Desktops & Laptops, Windows 2000-2008 Servers.
* Prepared laptops and desktops for all users with all the standard software.
* Handling video conference calls between project organization and his clients.
* Monitoring and updating daily basis of Symantec Anti-Virus.
* Troubleshooting & maintenance of PCs, Laptops & Servers.
* Installation of device drivers & hardware components.
* Configuration of Printer, Scanner.
* Reset, unlock & extend the user accounts in AD.
* Troubleshooting Microsoft Office software issues on user’s Desktops & Laptops.
* Update computers and servers with the latest service packs and patches.
* Knowledge in MAC, IPhone, IPad mobile devices.
* Creating FTP accounts in FTP server and given http access to the same.
* Taking Data backup by using Symantec Backup.
* Configured VPN client in end user Laptop for using work from home and also if any VPN for client domain access.
* Creating VM systems and provided the same to end users.

**Deputed Client – 2**

**ACC Concrete Ltd.**

**Roles and Responsibilities:**

* Installation & configuration of Win-XP, Win-7 & Windows Servers.
* This project composed of 200 computers and peripherals, including hardware setup and application installation.
* All issues have been resolved by accessing remotely with the software Real VNC.
* The objective of this project is installation of operating system and configuring according to the client requirements.
* Troubleshoot of MS Office issues and Sound knowledge in Lotus notes mail issues.

**Deputed Client – 3**

**IBM-IDEA Project.**

**Roles and Responsibilities:**

* Monitor Oracle Application Processes by using Oracle virtual instances.
* Monitoring, migrating and compiling forms, reports and packages in Oracle Test Servers. Also applying patches in Oracle Servers.
* Monitoring Concurrent and long running programs by using Application Frontend/Backend.

**Deputed Client – 4**

**IBM-DBS Bank Project.**

**Roles and Responsibilities:**

* Installation & configuration of Win-7, Win-10 & Windows Servers.
* This project composed of 200 computers and peripherals, including hardware setup and application installation.
* The objective of this project is installation of operating system and configuring according to the client requirements.
* Troubleshoot of MS Office and outlook mail issues.

**Deputed Client – 5**

**Reliance Capital Ltd.**

**Roles and Responsibilities:**

* Managed a Project that composed of 300 computers and peripherals, including hardware setup and installation of applications.
* Installation & configuration of Windows-7 & 10 in Desktops & Laptops.
* Prepared laptops and desktops for all users with all the standard software.
* Handling video conference calls between project organization and his clients.
* Monitoring and updating daily basis of Symantec Anti-Virus.
* Troubleshooting & maintenance of PCs, Laptops & Servers.
* Reset, unlock & extend the user accounts in Self Service Portal.
* Troubleshooting Microsoft Office software issues on user’s Desktops & Laptops.
* Update computers and servers with the latest service packs and patches.
* Knowledge in IPhone & mobile devices to configure Secure mail.
* Configured VPN client in end user Laptop for using work from home and also if any VPN for client domain access.

**Strengths:**

* Good listener and hard worker.
* Fast learner from my mistakes.
* Having good communication skills.
* Having good decision making ability.
* Good team player and believe in team work.
* Self-confidence, positive attitude and result oriented.
* Proven track record of completing assignments on time.

**Educational Qualifications:**

|  |  |  |
| --- | --- | --- |
| **Degree and Date** | **Institute/University** | **Year of Passing** |
| CHSE (His, Pol-Science)-12th | People’s College, Buguda, Odisha | 1998 |
| Graduate(BA) | Berhampur University, Odisha | 2001 |

**Professional Qualifications:**

|  |  |  |
| --- | --- | --- |
| **Degree and Date** | **Institute/University** | **Year of Passing** |
| Diploma in Software Commercial Applications | BDPS, Buguda, Odisha | 1999 |
| Advanced Diploma in Computer Hardware & Networking Technology | TCIL/IT Computer Education & Training Centre, Berhampur, Odisha | 2004 |
| CCNA and MCSE Training Certification | ZOOM Technology, Hyderabad, AP | 2007 |

**Personal Profile:**

**Name :** Chinmaya Nanda Panda

**Father’s Name :** Dr. Simachal Panda

**D. O. B :** 19-July-1979

**Gender :** Male

**Marital Status :** Married

**Nationality :** Indian

**Languages Known :** English, Hindi, Oriya and Bengali

**Declaration:**

* I hereby certify that the above information is true and correct to the best of my knowledge.

**Signature:** Chinmaya Nanda Panda