HARGOBIND SINGH

S/O Late. S. Surjan Singh
Village Jagatpur Punj Dhera
Phillaur Pin. 144410
Distt: Jalandhar , Punjab (India)
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CAREER OBJECTIVE

To be involved in work where I can utilize skill and creatively involved with system that effectively contributes to the growth of organization.

SKILLS

- Expert in Computer Hardware/Networking/CCTV Cameras etc.
- Check & Manage all types of IT related problems and troubleshoot them.
- Manage Smart Class Rooms.
- Handle E-Punjab and U-Dise + of Institution.
- Handle all types of clerical jobs given by head of institution.
- Help teachers for various printing jobs.
- Expert in CCTV and Smart Securities.
- Handle all Types CCTV camera problems.
- Able to take classes upto XII.
- Able to do all works relate to CBSE/Board activities.
- Able to work with NEP / Latest pattern.
- Ability to work independently or as part of team with minimal supervision.
- Proven ability to multitask and meet deadlines.
- Commitment to lifelong learning, while developing personal experiences for future opportunities.

TECHNICAL SKILLS

- Able to operate Systems: All Microsoft Operating Systems, Latest Software, Linux (Ubuntu), MS office, Adobe Photoshop, Adobe Software – ID, Multimedia Software, Programming, Visual Basic, Readymade Applications and Custom made Applications etc.
- Able to handle all types of computer Hardware & Networking problems, Assembling of PC, installing, operating and updating systems and application software.
- All CCTV and Smart Security Work.

RESPONSIBILITY

- Test, installs, and maintains computers.
- Test, installs, and maintains Smart Classes of TATA.
- Maintain all Computer Labs.
- Establish and Maintain Networking.
- Troubleshoots hardware and network-related issues.
- Install & Manage CCTV Cameras of School & School Buses.
- Responds to complaints and queries, provides technical advice, and solves technical problems by phone or in person.
- Analyzes network performance issues and breakdowns of systems and peripheral equipment.
- Handle all Computer Lab problems independently including LAN, WAN configuration.
- Clerical work, administrator and helpdesk.

P.T.O

ACADEMICS & PROFESSIONALS

EXPERIENCE

Sr. No.	Name of the Department	Designation	From	To
1	***DRV DAV Public School, Phillaur***	**IT Faculty / IT Technical Incharge/**	**31st March 2022**	**Till Date**
2	***POLICE PUBLIC SCHOOL, PHILLAUR – Jalandhar (Punjab)***	TGT Computer / (Technical)	April 2009	30th March 2022
3	***OXFORD INSTITUTE*** *Phillaur, Jalandhar, India*	Computer Teacher	Sept. 2008	March 2009
4	**IBM** Ludhiana , India	Networking Assistance (Part Timer)	Feb. 2008	July 2008
5	***KRISHNA COMPUTERS*** *Phillaur, Jalandhar, India*	Hardware/Networking Maintenance Engineer	April 2005	Dec. 2007

EDUCATION

Sr. No.	Course	University	% age	Year
1	Master in Computer Application	Punjab Technical University	78	2013
2	CCNA (project)	HCL, Ludhiana	Online	2010
3	*Master in Science (IT)*	Punjab Technical University	63	2009
4	PGDCA	Punjab Technical University	67	2008
5	Bachelor in Arts	Punjab University	54	2007
6	Higher Secondary (10+2)	PSEB	66	2004

CERTIFICATION

Sr. No.	Course	Institute	Year
1	Hardware & Networking	Krishna Computers Phillaur , Jalandhar. Punjab (India)	2005
2	DTP	NIIT Phillaur, Jalandhar. Punjab (India)	2004
3	Web Designing	NIIT Phillaur, Jalandhar. Punjab (India)	2003
4	*CCA (project)*	Net+ Computer Education Phillaur Jalandhar, Punjab (India)	2002

DOB : March 12th 1985

Marital Status : Married (2 kids) (Boy & Girl)

Children Detail : **Tajinder Singh (IV-A), Manreet Kaur (UKG-B)**
(Both Studying in ST. JOSEPH'S CONVENT SCHOOL Phillaur)

Wife Profession : Home Tutor

Hobbies : Sports, TV, Reading, Lyricist

Salary : **25000/- (Gross)**

Hargobind Singh