

# Deepak Francis

System and Network Administrator

## Contact

### Address

Plot No.111, Nehru Nagar  
Thrissur, Kerala - 680006

### Phone

9544295345, 9961985345

### E-mail

deepakfrancis2002@gmail.com

## Skills

Good Knowledge in Network and System Administration.

Adequate knowledge in Adobe Photoshop, Macromedia Dreamweaver 4, Microsoft Excel, Word and Power Point.

15 years of experience in maintaining LAN and WAN infrastructure. Dedicated technology professional with strong track record of accurately conducting system repairs and troubleshooting.

## Work History

2005 - Current **IT Manager**

MARVEL TOURS, Ernakulam, Kerala.

- Configuring, maintaining and sharing of systems and network.
- Configuring and sharing of printer, wifi and internet.
- Installing, configuring, upgrading and maintaining of all Software.
- Creating email id's in the mail server, configuring and maintaining the mails in the outlook.
- Configuring, maintaining and installing the tally in the server and in the clients system.
- Identified computer hardware and network system issues, performing troubleshooting techniques for remediation.
- Installing , upgrading and maintaining of windows operating system.
- Responsible for configuration, maintenance of all software in branches.
- Responsible for online support for the users in all the branches.
- Supply essential instructions and user maintenance procedures suitable for all functions of LAN users.
- Responsible for backup and recovery operations.
- Responsible for email configuration and sending bulk mails for promotion.
- Responsible for supervision of UPS, Service providers.
- Responsible for configuration and maintenance of any electronic equipments and wireless devices.

## Creative Works

- Creating designs for Whatsapp, Facebook, Power point and for bulk mailing for promotion.
- Logo designed for the company Must Travel, Red Pelican and Paddle Houseboats.

2003 - 2005

**IT Executive**

Malabar Building Products Limited, Thrissur, Kerala.

- Creating designs for website.
- Configuring, maintaining and sharing of systems and network.

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**Education**

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**B.Sc (Computer Science)**

T.John College, Bangalore

Bangalore University

**Pre Degree**

Sree Vyasa N.S.S College, Thrissur

Calicut University

**S.S.L.C**

N.S.S High School, Thrissur

Department of General Education Kerala State

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**Personal Information**

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Date of Birth : 2nd November 1976

Marital Status : Married

I hereby declare that above mentioned information are correct up to my knowledge.

Date :

Deepak Francis

Place : Thrissur