



**ANU.C V**

**Permanent Address**

Nedumparambil (H)  
H.No:14/1401  
C A Joseph Road  
Thoppumpadi P O  
Cochin :68 20 05

**Present Address**

Nedumparambil (H)  
H.No:14/1401  
C A Joseph Road  
Thoppumpadi P O  
Cochin :68 20 05

email: [anuJosemon2323@gmail.com](mailto:anuJosemon2323@gmail.com)

Land Line: 0484 2210016

Mob: 7907724997

**Career Objective**

---

To increase my Knowledge, Skills & Abilities to the maximum and grow myself along with the growth of your company.

---

**Skill Summary**

---

Operating systems: Windows Xp, Windows 2003, Windows 7, Windows 8.1 & Windows 10  
Networking: Crimping, Cabling  
Network installation, Configuration and Troubleshooting

**Administration:**

*Server Support:*

- ▶ Hardware and software installation and services
- ▶ Development and modification of Different applications
- ▶ Installation, Configuration & Administration of Windows Server Operating Systems.
- ▶ Creating users, setting permissions & managing in active directory systems.
- ▶ Data transmission, Backup and restore jobs
- ▶ Installation and configuration of client systems like Winsows 7, Windows 8, Vista, Windows Xp etc.
- ▶ Microsoft outlook configuration and troubleshooting
- ▶ Establishing of Internet connection
- ▶ Publishing & Managing the web sites.
- ▶ Managing firewalls.
- ▶ Anti-virus System (AVG and Symantec server).
- ▶ Hardware and software installation and services
- ▶ Formatting of PC
- ▶ Installation of all types of printer
- ▶ Partitioning of hard drive and loading of OS
- ▶ Solving problems of all PCs, printers, camera, scanners, all connected
- ▶ Tender Publishing in different sites.

*Network Experience:*

- ▶ Installation & Configuration of LAN.
- ▶ Troubleshooting of network related problems over intranet and internet
- ▶ Monitoring and troubleshooting of server-client connectivity problems

Professional Experience

---

Company : Cochin Shipyard Ltd.  
Perumanoor P O  
Ravipuram  
Cochin -682015

Post : System Administrative Trainee

Duration : 10-October-2014 to 21-January-2019

Presently working as System Administrator at **City Hospital**

Educational Qualification

---

1. Diploma in Computer Engineering from Technical Board with First Class (72%)
2. Plus Two in Science Group from Kerala Board of Examination with First Class(75%)
3. SSLC from Kerala Board of Examination with Distinction(85)

Personal Details

---

Father's Name : C J Varghese  
Mother's Name : Alice Varghese  
Date of Birth : 12-09-1991  
Gender : Female  
Marital Status : Married

Declaration

---

I hereby declare that the information furnished above is true, complete and correct to the best of my knowledge and belief.

Date :  
Place : Thoppumpady

Your's Sincerely,  
Anu C V