## Hemant Kumar Rajpoot

**(Born on 24th July 1979)**

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| **Current** | • IT Coordinator, GUIITAR Council Startup & Innovation, GSFC University.<br>• IT Coordinator, CONVOCATION'19, GSFC University.<br>• In charge, Social Media Marketing, GSFC University.<br>• Admission Representative, Admission Cell, GSFC University,<br>• Instructor, CSE Department, GSFC University, Vadodara. |
| **Previous** | Sr. Technical Assistant-(IT), Navrachana University, Vadodara. |
| **Education** | Master of Business Administration (MBA). (JNU,Jaipur, DDE)<br>Bachelor of Computer Application (BCA). (VMU,Salem, DDE) |

**Experience:-** I have more than 24$^{rd}$ Year Experience in Information Technology, Internet of things Projects and Administration works.

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## Summary

I am Business Intelligence Analyst, Information Technology, Internet of Things (IoT) and Digital Marketing professional and having 24th years work experiences across a wide range of functions like Computer Networking, VMWare Virtualization Configuration, Computer Hardware and Software, restoring Experience in Electronics Equipment, Security System, and Home Appliance etc.

I had configured D_Space (Digital Library) Institution Inventory Server by the Lead for 'School Education' in the prestigious National Digital Library (NDL) project. NDL is an MHRD project that is spearheaded by IIT Kharagpur. The objective of the project is to create a digital knowledge source for the Nation catering to immersive e-Learning for all learners at all levels in all areas. Given the scope of the school vertical which encompasses all national as well as State level Boards of education.

## Overall   SYSTEM ADMINISTRATOR Experience:-

- Building, configuring, patching, upgrading and troubleshooting of physical and virtual Linux servers (rack mounts/blades, and VMs)
- Building, configuring, patching, upgrading and troubleshooting of physical and virtual Windows servers (rack mounts/blades, and VMs)
- Taking care of backup, off-site tape storage, inventory-asset management
- Investigating, resolving and closing user reported PC problems and application issues through our ticketing system
- Supporting users in the use of computer equipment by providing necessary training and advice
- Installing, configuring and deploying new PCs & Servers
- Providing a high level of customer service at all times.
- Strong analytical and problem solving skills with the ability to quickly adapt to changing and competing priorities
- Strong organizational skills; ability to prioritize, maintain attention to detail and recognize time constraints
- Strong customer orientation and a professional approach with the ability to interact with all levels within the organization
- Good project management skills, with the ability to independently interact and at times lead a team to complete initiatives with quality and timeliness
- Ability to maintain the highly secure nature of information technology work
- Knowledge of interoperability between Linux & Windows environments
- Some knowledge of business/ organization, Bank standards, infrastructure, architecture and technology in related areas from a design/support/solutions perspective
- Experience and sound working knowledge of the following areas: Windows Server administration including Active Directory and the use of Group Policies Backup/recovery technologies; TCP/IP, routing, switching, DHCP and DNS, Cisco IP Telephony
- Self-motivated, able to prioritize, good at time management and goal driven

## Computer Hardware and Software's Installation work Experience: -

- VMWare ESXI server 5.1, 6.0, installation and Configuration in Bled Server HP PROLIANT BL460C G7 since 2014.
- V Center 6.5 and VSphere Client installation and Configuration in Client Workstation PC since 2014.
- Manageable CISCO Switches configuration of VLAN.
- Installation of Security Analog and IP CCTV Cameras, DVR, NVR etc.
- Server Configure with Client usage Policy, Create Domain User etc.
- Server O/S installation and configure (i.e. Windows 2003 server, Windows 2008R2)
- Installation and basic operating of Centos, Linux, Oracle11g, Android Studio, Turbo C++, WEB DESIGNING, JAVA, SQL, Oracle11g, PHP, .NET, Arduino, Python 3.7, Code Block and Windows Software's.

## IT-Technical Support at GSFC University:

- As a Super Computer Lab in charge, I have Manage the Super Computer PARAM SHAVAK since 2020. And I have Installed As per Faculties and Students requirement software in computer system. And VPN Configuration.
- I have done New 10 Computer Laboratories setup (i.e. Networking Diagram, Hardware and software's) planning and Budget preparation with senior staff.
- I have designed University New Building Hardware, Networking, and Centralized UPS setup and Security System (CCTV Cameras, NVR, and Security System).

## Internet of the things Projects Students Guide at GSFC University:

- I am IoT IBM Certified person. And As a IT Coordinator in University Company 8 Startup and Innovation GUI**I**TAR Council Nodal Institute, I have done around 33 Project**s** with Students like Traffic Signal Project, Soil Moisture Detection Project, Weather Reporting system, Indoor Air Quality Monitoring system. Raspberry Pi IoT Project, IoT and Arduino small Projects, Ultrasonic sensor Project, Humidity and Temperature controller Project, Smart Home with Google Assistant project and etc.

## Digital Marketing & Business Intelligence  Analyst at GSFC University:

- Automated marketing KPI reporting using **Google Analytics, Microsoft Power Bi, Tableau, Python, Google Data Studio and Google Excel** witch saved roughly two hours of manual work each week.
- Developed Admission Posters, Advertisement Videos, Brochure, Google Form and Mobile Application for Admission.
- Strategized, Developed and managed paid digital marketing campaigns across Ad words, Instagram, and Facebook with a Monthly budget.
- Created reporting around paid marketing funnels and leveraged this reporting to incrementally improve the conversation rate.

## Admission Representative at GSFC University:

- As a Admission representative, I interact with potential students and provide them information about the online application and admission process and helping students seeking admission with enrolment process, selecting the right student by conducting recruitment process, helping students in filling forms, contacting prospective students and interviewing them, arranging campus interviews and acting as a liaison between the institute and the students..

## Social Media Management at GSFC University:

- All University Events and Webinar Videos Editing and Uploading on Official University YouTube Channel.
- Social Media Poster post on Facebook, Instagram and other social Platform.

## Work done at Navrachana University during Service:

- Facebook and Twitter University Social media marketing with senior staff.

- Internet of Thing base Projector work done (Arduino, Node MCU, Sensor etc.).

- Configured National Digitalization Library Repository server in the University.

- Designed a Computer Podium PC's for Theory Class Rooms.

- Designed a Wireless AV Conference Room in the University.

- Designed Student Access around 50 PC's in our University Campus.

- Developed E-Library software in University Campus.

- Designed a New Computer Lab Furniture in our University.

## Work done at SEMCOM College during Service:

"Implement of Bluebook – Teaching Thru' TAB Concept: "

Bluebook is a technology enabled teaching-learning solution that brings about a paradigm shift in the education delivery mechanism. Bluebook provides students the ability to virtually relive their classroom experience on anytime anywhere basis. It assists the teacher in self-improvement and the management in teacher monitoring and improvement. Bluebook also offers a range of useful tools and applications which makes the learning experience more engaging and interactive for students. Bluebook application is available on all the major platforms (Android, iOS, Windows) and with client application for all the devices (laptops, tablets, smartphones). It supports the concept of "BYOD" (Bring Your Own Device) thereby allowing students the freedom to enjoy an enhanced learning experience on their own devices.

## Technical work done at NILKANTH COMPUTER SERVICE PVT LTD:

We had installed 3000 Computer systems in Ruler Area Primary School in Vadodara, Bharuch, Sabarkatha,Vapi and Kheda district since 2007.

## Work done at BARODA MEDICAL COLLEGE:

I had successfully implemented digitalization of Theory Class Room at Baroda Medical College in 2004.

## Work Experience in Dairy Equipment with Baroda Dairy:

I was maintaining a Dairy Milk Fat Machine and Weight Machine in Baroda District all Ruler Area Milk Collection Center since 2000.

## Manage Duties at GSFCU:-

- IT Coordinator- GUIITAR Council Startup And Innovation Nodal Institute company 8.
- Super Computer PARAM SHAVAK Lab In-charge,  GSFC University.
- Admission Representative, Admission Cell, GSFC University,
- IT Coordinator, CONVOCATION'19, GSFC University.
- IT Coordinator, CONVOCATION'19, GSFC University.
- INCHARGE- SOCIAL MEDIA MARKETING.
- INSTRUCTOR – Computer Science and Technology Dept.

GSFC University, Vadodara, Gujarat Area,
India.(23th-Aug 2019 to Presently)

## Technical Assistant – Information Technology.

Navrachana University, Vadodara, Gujarat Area, India

(2nd Jan'2014 to 22nd Aug 2019).

## Computer Lab Assistant – Information Technology.

SEMCOM Commerce and Management College, Vallabh Vidya Nagar,

Gujarat Area, India

(8th Nov 2011 to 31st Dec 2013)

## Technical Team Leader- Information Technology.

NILKANTH COMPUTER SERVICE PVT LTD. Vadodara,

Gujarat Area. India.

## Customer Service support Engineer.

-As a Customer Service Engineer in M.H. ELECTRONICS. Vadodara,

 Gujarat Area, India.

## Junior Computer Assemble Technical Assistant.

-As a Computer Technical (Computer Assemble and Peripherals Customer Solution) in SHREE HARSH PERIPHERALS (P) LTD. Vadodara, Gujarat Area, India.

## Advanced Vocation Training by Government of Gujarat.

- Advanced Vocational Industrial Training conducted by Government of Gujarat since 1998.

- Personal Electronics Project Engineering Course passed since 1998.

## WORKSHOP AND SEMINAR ATTENDED.

-  Data Visualization Certification courses (Power Bi, Tableau, Google Analytic, Python, and Digital Marketing) by Great Learning Academy.

- Digital Library Training by National Digital Library (NDL) Project, IIT Kharagpur.

- INTERNET OF THINGS CERTIFICATION –IBM Certification Training.

- WORDS WORTH ENGLISH LANGUAGE LAB PROGRAM,

- CYBER SECURITY WORKSHOP.

- HOME AUTOMATION AND ROBOTICS WORKSHOP.

- Ethical Hacking Workshop.

- Internet of Things workshop.

- Digital Marketing workshop.

-  Website Development Workshop on WORD PRESS Platform.

<div align="right">Hemant Kumar Rajpoot.</div>

Date: - 21-January-2022

Place: - Vadodara.