



KUNAL CHAKRABORTY

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Visa Status: Visit Visa

CARRER DESCRIPTION

A technically minded Computer Operator who has extensive experience in operating multipurpose, multi-tasking computer systems. Always make the most efficient use of a computer and its peripheral equipment. Having the ability to install and configure software, administer user accounts in any fast-paced and multi-faceted working environment. On a personal level able to think clearly, logically and make split-second decisions. Having Effective verbal and written communication skills to respond quickly to requests for assistance in a professional and courteous manner.

CORE COMPETENCY

1. Knowledge of SAP S/4 HANA.
2. MS WORD & MS EXCEL
3. Accounting using Tally
4. Analytical problem solver and ability to quickly grasp complex concepts
5. Problem identification & isolation
6. Have a broad knowledge of data processing procedures, processes, and best practice
7. Actively working hard to keep my technology skills current and up-to-date
8. Organized and able to deal with multiple workloads at the same time.

WORK EXPERIENCES

AL SAFEER GROUP OF COMPANIES
Computer Operator (IT division)
Sharjah, UAE
August 2017 – September 2019

Job Profile:- Responsible for the technical operation of a medium to large midrange computer system

- Responsible for the daily start-up and nightly shutdown of the IT system.
- Monitoring the operation of various servers, hosts systems, and network components.
- Troubleshooting any IT problems.
- Prioritizing and scheduling daily workloads.
- Notifying senior managers of any equipment malfunctions.
- Making sure there is an uninterrupted power supply to the computers
- Performing all data processing duties in an accurate and timely manner.
- Diagnosing and correcting equipment malfunctions.
- Carrying out regularly scheduled uploads or downloads of data.
- Operating and maintaining computer-associated peripheral equipment.
- Assisting users with software and hardware problems.
- Determining the scope of any computer problems and then prioritizing them accordingly

S.D. FASHIONS**Manager**

Barrackpore, India

January 2019 – October 2021

Job Profile:- Responsible for maintaining accounts and supervising the production.

- Managing the production and prioritizing daily workloads
- Monitoring accounts and documents filing
- Communicating with the Company coordinators to understand their requirements.
- Responsible for taking new orders and submitting the orders within the given time.

SEMINAR / TRAININGS

- **Project Title** :- Hospital Management using php
- **Company Name** :- Globsyn skills
- **Duration** :- One Months
- **Team Size** :- 4 Members

Project Description:- Hospital management system is online patient management and Appointment, Scheduler application software for getting an appointment very easily over the internet. This Hospital management system application software is built upon PHP, Hospital can take the online patient appointment and patients can take doctor's schedules from anywhere in the world.

EDUCATIONAL BACKGROUND

Bachelor in Technology: **Heritage Institute of Technology**
Computer Science & Engineering
West Bengal University of Technology, Kolkata, India
June 2010 – July 2014

12TH : **Burnpur Boy's High School**
Stream:- Science
West Bengal Council of Higher Secondary Education
May 2010

PERSONAL INFORMATION

- Gender : Male
- Place of Birth : Burnpur, West Bengal
- Age : 28 yrs. old
- Marital Status : Single
- Citizenship : Indian

Signature

Kunal Chakraborty