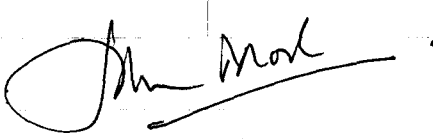


V. Sreekanth

Details of Appointment: : (For office use only - Do not write on this page)

Name	SREEKANTH VADDEM
Salary	8,000/-
Conveyance	<input checked="" type="checkbox"/> Included in salary <input type="checkbox"/> Extra Rs. _____ per month
Mobile Allowance	<input type="checkbox"/> Nil <input checked="" type="checkbox"/> Rs. 250/- per month.
PF & ESI	<input type="checkbox"/> No PF & ESI <input checked="" type="checkbox"/> Only after 3 months <input type="checkbox"/> Pay ESI & PF
Probation Period	<input checked="" type="checkbox"/> 3 months <input type="checkbox"/> Nil
Salary revision	<input type="checkbox"/> After 3 months <input checked="" type="checkbox"/> Next April
Employee company	MPIDL.
Designation	System Administrator.
Site	HO.
Date of joining	11/8/07
Report to	Ho. Shankar Reddy
Documents required	<input checked="" type="checkbox"/> 2 photographs <input checked="" type="checkbox"/> Copy of school certificated <input checked="" type="checkbox"/> Copy of degree certificates <input checked="" type="checkbox"/> Copy of drivers license <input type="checkbox"/> Copy of passport <input checked="" type="checkbox"/> Fathers employment details <del>Copy of ID card.</del> <input checked="" type="checkbox"/> Reference letter from Mahavir. <input checked="" type="checkbox"/> Reference letter from Delta pine Inda Co. <input type="checkbox"/> Reference letter from _____ <input type="checkbox"/> Other _____ <input type="checkbox"/> Other _____
Remarks	Must work for atleast 1 year. + after that give 1 month notice to resign. Friend friend of Mahavir & Santosh.

Sign



Date:

26/7/07.

Ref:- Mr. Rajkumar ARO. System Ad

gods

**Bio-Data**

Note: Attach copy of Resume / Bio-data

Application for post of	System Administrator		
Date of application			
Application through	<input type="checkbox"/> Advertisement	<input checked="" type="checkbox"/> Referred by:	RAJ KUMAR.

**Personal Details**

Name	SREE KANTH VADDEM.		
Age	28 yrs	Date of Birth	23-12-1984.
Fathers Name	V. BHUSHANA RAO.		
Address for Correspondence	1-18-430-3-8; Near Balaji temple; Road NO:10; Chikkada palli; Hyderabad-20.		
Phone no. for correspondence	9866 446686.		
Permanent Address	29/427-1; Beside ITC; Inguduru pet; Machilipatnam; Krishna dt. AP.		

Residential

Native place

**Remarks:** (For office use only - Do not write in this box)

→ Commendable skills - gods
→ Interested to work with our company.
→ Sensitive he likes to Rectify the problem whenever he faced the problem.

**Education**

Degree	Bsc electronics		
Name of college	THE HINDU COLLEGE.		
Location	MACHILIPATNAM.		
Year	2002-05.	Medium of Instruction	ENGLISH

76%

Degree	-		
Name of college			
Location			
Year		Medium of Instruction	

Name of Inter/ Jr. College	PAVITRA COLLEGE		
Location	MACHILIPATNAM.		
Year	2000-02.	Medium of Instruction	ENGLISH

80%

Name of school	JAI HIND SECONDARY HIGH SCHOOL		
Location	MACHILIPATNAM		
Year	1999-2000.	Medium of Instruction	TELUGU

82%

Other courses or training	ICTHP. / CIT (Certified Hardware and Networking Professional)
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**Remarks:** (For office use only - Do not write in this box)

1 year course - cost 43,000/- - attend in 2006.

**Computer Skills**

MS Office:	<input checked="" type="checkbox"/> Excellent / Good / Avg. / Learnt but never worked on it / Nil	Excellent
MS Word:	<input checked="" type="checkbox"/> Excellent / Good / Avg. / Learnt but never worked on it / Nil	"
MS Excel:	<input checked="" type="checkbox"/> Excellent / Good / Avg. / Learnt but never worked on it / Nil	"
Auto CAD:	Excellent / Good / Avg. / Learnt but never worked on it / Nil	- Nil
Other:	photoshop; etc; teleric.	

**Two Wheeler**

Make		Year	
------	--	------	--

Family Details	Name	Age	Occupation	Company
Father	BHOLUANA RAO	47	Business man	← works for a courier as team master.
Mother	Ramesh Bai	36	Lic-Agent	LIC of India.
Wife / Husband	-			
Brother / Sister	SUNEETHA	19	Studying MCA.	-
Brother / Sister				
Brother / Sister				
Son / Daughter				
Son / Daughter				
Son / Daughter				

**Salary Details**

Last Drawn Salary	Rs. 8,500/- per month.	
Above salary Included	ESI: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	PF: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
	Conveyance: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No	Mobile Allowance: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No
Expected Salary	Rs. 10,000 per month of Rajdhal	

**Remarks:** (For office use only - Do not write in this box)

→ Last salary agreed for Rs 7500 (He is requesting)

### Experience & Employment Details

Years of experience in relevant field	2 years.
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Name of Company	Delta Pine India Company				
Duration of employment	7 months	From date:	1st Jan	To date:	20th July
Location	Banjara hills; Road no: 1;				
Designation	E.D.P., Executive				
Last drawn salary	Rs. 8,500/-				
Brief Description of work	maintaining all systems; taking back up; installation required hardware and software; trouble shooting in H/W, SW and networking; managing POP3 server.				
Reason for leaving	Company closed				

**Remarks:** (For office use only – Do not write in this box)


Name of Company	Maharaja Enterprises (I) Pvt Ltd.				
Duration of employment	15 months	From date:	5th Oct '07	To date:	31st Dec 06.
Location	Talar Road; Aoids.				
Designation	Asst. System Administrator				
Last drawn salary	Rs. 5,500/-				
Brief Description of work	managing servers of DNS; POP3; Exchange; Anti-virus server (Symantec); domain backup; user profile management; assembling of systems; managing switches & routers; configuring laptops; trouble shooting in H/W; SW & networking.				
Reason for leaving	low salary. long long hours.				

**Remarks:** (For office use only – Do not write in this box)


Name of Company	Reliance web world express		
Duration of employment	6 months	From date: - 1 <sup>st</sup> April	To date: 30 <sup>th</sup> Oct 05
Location	Tirumala ghera		
Designation	Front Sales Executive.		
Last drawn salary	Rs. 3,500 per month.		
Brief Description of work	looking after all the sales; activation of new connections; taking care of customer problems and related issues.		
Reason for leaving			

**Remarks:** (For office use only – Do not write in this box)


Name of Company			
Duration of employment		From date:	To date:
Location			
Designation			
Last drawn salary			
Brief Description of work			
Reason for leaving			

**Remarks:** (For office use only – Do not write in this box)


*\*Ask for additional sheets if required.*

## CURRICULUM VITAE

### **SREE KANTH.VADDEM**

D.No: 1-8-430-3-8;

Near Balaji Temple;

Sri Vankateswara High School lane;

Chikkadapalli, Hyderabad;

A.P. (India) –500020.

**Mobile No:** 0091-9866446686

**E-mail:** [sreetechnical@gmail.com](mailto:sreetechnical@gmail.com)

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### **CAREER OBJECTIVE:-**

To secure a position as a Network or Systems Engineer in a growing technologically driven organization that will challenge my skills and utilize my strong analytical and problem solving abilities and to excel in this progressive networking environment to my fullest potential.

### **QUALIFICATIONS:-**

✦ **Academic: -**

Bachelor of Sciences (BSc.Electronics with 76%) from Hindu College, Nagarjuna University during 2002-05.

Intermediate (MPC with 87%) from Pavitra College, during 2000-02.

SSC with 82% from Jai Hind Secondary High School, Machili Patnam in 2000.

✦ **Technical: -**

**JCHNP** ( Jetking Certified Hardware And Networking Professional )

### **PROFESSIONAL EXPERIENCE :-**

- ✦ Working as an EDP executive in Deltapine India (Associated with Vikkis Agro Tech) located at ANR Centre, Banjara Hills from Jan 2007 to till date.
- ✦ Worked as an Asst. System Administrator in Mahavir Enterprises (I) Pvt.Ltd, located at Abids from Oct 2005 to Dec 2006.
- ✦ Worked as an FSD (Front Sales Desk) and customer care executive in Reliance Web World Express located at Trimulgherry from May 2005 To Sep 2005.

### **TECHNICAL SKILLS:-**

- ✦ Installation of Operating Systems and System Hardware Configuration
- ✦ PC Assembling, Maintains and Trouble shooting in system and networking problems.
- ✦ Installing, managing Switches and Routers
- ✦ Software and Hardware Diagnostics

**COMPUTER SKILLS:-**

**Operating Systems:-**

DOS, Windows95, Windows98, Win 2000, Win ME; Win XP, Win 2000 Server, and Windows 2003 Server.

**Familiar Packages:-**

MS Office, Star Office, ebs, Trellis.

**JOB PROFILE:-**

Managing Systems, Taking backups, Managing Users, User Profiles, Trouble shooting in Systems and networking, Managing servers like POP3, Norton Antivirus, DNS, Formatting, and Installing required soft wares, etc...

**PERSONAL DOSSIER:-**

Name	SREEKANTH.VADDEM.
Father's Name	Bhushana Rao.V.
Date of Birth	23 <sup>rd</sup> Dec 1984
Marital Status	Single
Nationality	Indian
Sex	Male
Languages Known	English, Hindi, Telugu.
Hobbies	Playing Cricket, Reading Books, Learning new things. .
Strengths	Self-motivated, Believe in myself, Dedicated, attentive listener, hardworking & quick learning
Weakness	Family, Music and cannot sit idle.

**DECLARATION:-**

I declare that the details and facts stated here in are true and correct to the best of my Knowledge.

Place: - *Wadee Hyderabad*

Date: - *25/07/2007*

Yours sincerely,

*Sree kanth. Vaddem.*

Sree kanth. Vaddem.