

RESUME

Soumita Guha

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CAREER OBJECTIVE:

To be associated with a progressive organization that provides an opportunity to apply my knowledge and skills to pursue a successful career.

EDUCATIONAL QUALIFICATIONS:

Qualification	Institution	Board	Passing Year	Percentage
B.SC(Economics)	Jaipuria College, Kolkata	Calcutta University	2017	49.6%
HSC	JNV, Birbhum	CBSE	2014	82.2%
SSC	Aditya Academy, Kolkata	CBSE	2012	CGPA - 7

PROFESSIONAL EXPERIENCE:

- Worked as Unix Admin in Kyndryl since August 2021 till date.
- Worked as technical support in IBM from March 2019 – July 2021
- Worked as customer service representative in CNX April 2018 – Feb 2019

ROLES AND RESPONSIBILITIES:

- Interacted directly with users to diagnose and correct major system issues and address concerns.
- Preserved system documentation accuracy via regular data updates and graphical refreshes.
- Managed backup and disaster recovery through strict data control and retention policies, personally handling recovery tasks when issues arose.
- Created and serviced administrator and user accounts on Linux-based systems, managing deployments.
- Resolved vulnerabilities by making improvements to network security.
- Resolved trouble tickets to reduce backlog.
- Configured and maintained web servers with end users.
- Monitored networks and network devices to resolve technical problems quickly.
- Maintained flexible schedule and responded to after-hours and weekend emergencies. Resolved issues and escalated problems with L5 support and provided quality service.
- Recovering root password, replacing failed hard disks, making disks high available by mirroring volume groups, logical volumes.
- Configure NFS server and client and work on NFS issues if any.
- Fault network cards replacements, working with hot swappable devices such as hard disks, and replacing faulty hard disk for rootvg as well as user defined volume groups.
- Configuring cron jobs and working on cron logs to checking for job status.
- Uploading file using ftp to different servers and fixing ftp issues.

- LVM – creating volume groups, logical volumes, file systems, etc., resizing file systems, working with mount points such as changing mount point for file system.
- Migrating logical volumes, mirroring vgs and lvs, copying logical volumes, export and importing volume groups
- User and security management. Creating new users, giving access to file and directories, using chmod, chown and ACLS to give advance extended permissions.

STRENGTHS:

- Good presentation skills
- Quick learner with good grasping ability
- Action- oriented & result- focused
- Eager to learn new trends and technologies
- A high tolerance of stress & enjoys responsibilities

PERSONAL DETAILS:

- Date of Birth : 19th March 1996
- Sex : Female
- Marital status : Single
- Nationality : Indian
- Languages Known : English, Hindi, Bengali
- Hobbies : Painting, travelling, listening to music
- I am by Nature : Self-Confident, Hard Working, Quick Learner

Declaration: -

I hereby declare that the information furnished above is factually true to the best of my knowledge.

Place: -

Authentically

Date: -

[Soumita Guha]