

BHARATSIKH PARMAR

IT EXECUTIVE

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📍 VATVA, AHMEDABAD, GUJARAT, INDIA 382440 📅 2000-01-06 🤰 Married 🧑 Male

SUMMARY

Hardworking employee with customer service, multitasking, and time management abilities. Devoted to giving every customer a positive and memorable experience. Seasoned information technology manager knowledgeable about infrastructure, security and operations management. Systematic professional with several years of experience streamlining information technology systems. Proficient in troubleshooting and solving complex IT infrastructure concerns. Proven leader adept at decreasing technology costs associated with outdated systems.

EXPERIENCE & KEY ROLE & RESPONSIBILITIES

KIRI INDUSTRIES LIMITED

08/2025 – Present

Designation: IT EXECUTIVE

- Inventory & Asset Management.
- Documentation and Reporting
- Troubleshooting and support
- Antivirus console management and installation.
- Attendance system handle.
- Server & Firewall manage.
- Vendor & Vendor Management.
- Project Management.

MEGHMANI DYES & INTERMEDIATES LLP

09/2024 – 08/2025

Designation: IT EXECUTIVE

IT Planning & Budgeting

- Assist in creating IT Evaluate and recommend budgets and procurement plans.

Mail Gateway Configuration.

- Manage mail gateway configurations to enhance email security and efficiency.
- Configure and migrate users and mailboxes in Active Directory, Exchange, and Office 365 for streamlined email communication.

Documentation and Reporting.

- Maintain IT policies, procedures, and documentation.
- Prepare reports on IT performance or issues.

IT Operations & Infrastructure.

- Maintain servers, networks, firewalls, Wi-Fi, data center equipment.
- Ensure high availability for critical systems (SAP, MES, SCADA, PLC-connected PCs, printers, barcodes).
- Monitor system performance and ensure minimal downtime.

Vendor Management & Asset Management, Budgeting

- Deal with software and hardware vendors.

- Coordinate with external vendors for support and new projects.
- Maintain IT asset inventory (laptops, printers, software licenses).
- Manage contracts and licenses.

Network Proficiency.

- Oversee LAN/WAN, Wi-Fi, and Internet connections.
- Monitor and troubleshoot network issues.

System Administration.

- Install IT devices, configure, and maintain servers and operating systems.
- Manage user accounts and permissions (Active Directory).

Hardware and Software Support.

- Install and maintain desktops, laptops, printers, and other devices.
- Provide tech support to staff for software and hardware issues.
- Data Backup & Recovery Ensure regular backups are completed. Restore data in case of loss, or corruption.

Projects & Improvement Initiatives.

- Lead digital transformation projects (IoT, automation upgrades).
- Implement new IT solutions to improve production efficiency.
- Plan technology upgrades for plant expansion.

JK LAKSHMI CEMENT LTD (ONSITE THIRD PARTY)

12/2020 – 09/2024

Designation: CUSTOMER SUPPORT ENGINEER

- Work and support for local area network issues (LAN), knowledge, and management of DNS and DHCP.
- Antivirus console management and installation knowledge.
- Asset tag management.
- Handling 100 users for onsite.
- Work ticketing tool, issue tracker software
- Firewall installation and basic configuration and knowledge.
- All Office, Outlook 365, and MS Other Edition mail configurations.
- Cloud and OneDrive, online office knowledge.
- LAN troubleshooting, Wi-Fi configuration.
- Switches, routers, access points, and Nano beam installation and configuration.
- Troubleshooting networking and connection issues.
- Hardware Repair: Desktop and Laptop, printers and Troubleshooting.
- Printer/Scanner-related issues (limited to driver, OS issues, and hardware support).
- Backup and Recovery: Knowledge of backup solutions and disaster recovery planning.
- Installation, configuration of systems, printers, and scanners.
- Maintaining and supporting services like CCTV systems and all types (analog and IP CCTV) installation, management, and maintenance.
- LED monitor's repair.

EDUCATION

INDRASHIL UNIVERSITY, RAJPUR, KADI, GUJARAT.

06/2023 – Present

B- tech (INFORMATION TECHNOLOGY)

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GOVERNMENT POLYTECHNIC AHMEDABAD.

06/2019 – 05/2022

Diploma (INFORMATION TECHNOLOGY)

ITI SARASPUR, AHMEDABAD.

08/2016 – 07/2018

ITI (INFORMATION TECHNOLOGY)

PROJECTS

JK Lakshmi Cement LTD

Weather monitoring System in House ready, Noise sensor installation and live Monitoring, Cement Bag counting Automatic sensor install, Weighbridge Automation. Temperature & Humidity sensor in house ready.

PERSONAL DETAILS:

Date of Born : 06/01/2000

Blood Group : A-

Gender : Male

Marital status : Married

Religion : Hindu

Place of Birth : Padra, Baroda

Hobby : Traveling.

Languages : Gujarati, Hindi, English