

Junaid Manzoor Bhat
Anantnag Jammu and Kashmir
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Professional Summary:

Professional IT Trainer with extensive experience in Microsoft's range of software solutions. An expert at designing training courses with technical content. I am effective at imparting knowledge through my superior verbal communication and active skills. Capable personal trainer with a track record of success in helping clients to attain their goals.

Professional Education:

- MCA | Master of Computer Applications
University of Kashmir
- BCA | Bachelor of Computer Applications
University of Kashmir
- Internship
Amazon Web Services
NIT Srinagar

Professional Skills:

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|---------------|---------------|--------------------|
| • C++ | • Microsoft | • SQL |
| • Java | • Teaching | • Data Structures |
| • Python | • US Staffing | • TOC |
| • HTML | • Networking | • Cloud |
| • CSS | • DBMS | • Operating System |
| • Java Script | • PHP | • Web Designing |

Professional Education:

Senior Faculty Member & Website Administrator Super Computer College (Jul 2023 – Present) On-Site

- Trained Student's on Web Development.
- Developed and Maintained Website
- Developed Fee Management System for College
- Trained Student on MS Office, Tally, Internet.
- Developed and Maintained MIS System.
- Design Training Courses.

Website Administrator || IT Head Dream Designer Pvt Ltd. (Remote)

- Developed and Maintained website.
- Ensuring the organization's IT infrastructure is up-to-date, secure, and running smoothly, including servers, networks, and databases.
- Managing the IT budget, forecasting expenses, and ensuring spending is aligned with the organization's goals and priorities.
- Providing training and development opportunities for IT staff to ensure they have the skills and knowledge needed to perform their jobs effectively.
- Continuously evaluating and improving IT processes, systems, and procedures to increase efficiency, reduce costs, and improve service delivery.

- Working with senior management to develop and implement the organization's IT strategy, aligning IT goals with business objectives.

Engineering Recruiter

X2 Logics Staffing Solutions (On-Site)

- Communicated with 20+ clients per shift via phone, email, and in person to book appointments and answer general questions.
- Handle Customer complaints, provide appropriate solutions and alternatives within the time limits and follow up to ensure resolution.
- Trouble customer issues and provide solutions.
- Managed a team of customer service representatives.
- Strong hold on computer
- Maintained and update customer account information.

Awards

- Most Punctuality Award of the year 2019 at GDC Boys Khanabal Anantnag.
- National Marathon Winner.
- AWS Certified.
- Best Employee Award at Protell Hire Staffing Solution.

Projects

- **Super Computer College Website**
Live link → www.supercomputerscollege.com
- **Al-Tayer Tour and Travels Website**
Live link → www.altayertourandtravels.com
- **Kounsarnag Tour and Travels Website**
Live link → www.kounsarnagtourandtravels.com
- **Fee Management System**
Functional in Offline Mode at Super Computer College
- Agriculture Management System using HTML, CSS, JS, PHP, MYSQL
- Online Examination System using Java
- Fingerprint Recognition System using Python
- Learning Mobile App

Social Links

LinkedIn: [linkedin.com/in/junaid-bhat-b83811169](https://www.linkedin.com/in/junaid-bhat-b83811169)

Github: [Github.com/Junaidmanzoorbhat](https://github.com/Junaidmanzoorbhat)

Publications

- Python Programming