

SURJA SEN



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CARRER OBJECTIVE:

To work in an organization that appreciates innovativeness, demands analytical. Provide a challenging and performance driven environment and a wide spectrum of experience to grow and excel in my career. I aim to create meaningful contribution to the organization through my skill and abilities and to continuously improve on my professional knowledge and skill.

PROFESSIONAL SYNOPSIS

- IT Professional nearly 20 years' experience in IT infrastructure in Concrete / Cement industry & Heavy Manufacturing Industry
- Experience in implementing and installing WatchGuard Firewall (XTM 505, XTM 23, T80, T50 & T30) & FortiGate Firewall (30E, 40F, 80F) in East & North India's nearly 30 locations, configuring WAN & VPN
- Experience in managing & delivering projects, conducting business analysis to determine requirements and planning for systems implementation at the enterprise scale
- SAP ECC Implementation & Core Team member at PRISM JOHNSON LTD - RMC (India) Division- SAP PM, MM & PP Module
- SAP Concur Implementation & Admin Team member at PRISM JOHNSON LTD - RMC (India) Division
- SAP Concur Integration (Technical) Team member at PRISM JOHNSON LTD
- Demonstrated success in leading, motivating and mentoring cross-functional teams in order to maximize levels of productivity.
- Merit of carrying out functions through BaaN ERP System (Distribution Module).

EMPLOYMENT SCAN:

Name of the Company

PRISM JOHNSON LIMITED
(Formerly PRISM CEMENT LIMITED)

Designation

RMC (India) Division
Asst. Manager Systems

Duration

From 18th Apr'2018 onwards

ROLES & RESPONSIBILITIES

- Handling IT Infrastructure & Security, Information Services, End User Computing Admin & Support for West Bengal, Orissa, Assam, Chhattisgarh, Bihar, Jharkhand, NCR areas with Haryana & UP, Rajasthan, Punjab & UP
- Handled the operations of the Servers, Application Software, E-Mail, System and Application administration and continuous maintenance and up-gradation of the Hardware & Software
- Handled the implementation and management of the Servers, Hardware, Networks, Firewall of East and North Regional Offices & Plants
- Handling CCTV Systems - IP Camera & NVR with VMS
- Steered the implementation of the data storage and data backup management
- Handling the implementation and set-up procedure to protect the network against unauthorized access through WatchGuard & FortiGate Firewall & Virus prevention
- Deftly implemented VPN setup through WatchGuard / FortiGate Firewall from HO (Mumbai) & AWS Cloud to all East and North regional plants / offices.
- Facilitated support for the day-to-day users, weigh bridge systems, concrete batching system of RMC Plants. Leading & Coordinating with IT Support Team for day-to-day end user support. Handling vendors for Procurement of IT Assets & Spares.
- SAP ECC Implementation Core Team member for PM, MM & PP Module & also handles BASIS User Admin
- Team Member of SAP Concur Implementation (Technical) & Integration with SAP ECC
- Handling Master Data & Providing support to users as SAP (PM Module) Core Team Member

Name of the Company

*Prism Cement Limited
(Readymix Concrete Division)*

Designation

Sr. Systems Executive

Duration

From Mar'2010 to Apr'2018

ROLES & RESPONSIBILITIES

- Holds the distinction of handling IT Infrastructure, Information Services, Admin & Support for West Bengal, Orissa, Assam, Chhattisgarh, Bihar, Jharkhand, NCR areas with Haryana & UP, Rajasthan, Punjab & UP*
- Handled the operations of the Servers, Application Software, E-Mail, System and Application administration and continuous maintenance and up-gradation of the Hardware & Software*
- Handled the implementation and management of the Servers, Hardware, Networks, Firewall of East and North Regional Offices & Plants*
- Steered the implementation of the data storage and data backup management*
- Pivotal in handling the implementation and set-up procedure to protect the network against unauthorized access through WatchGuard Firewall & Virus prevention - XTM 2, 3 & 500 Series and T30 & T50*
- Deftly implemented VPN setup through WatchGuard Firewall from HO (Mumbai) to all East and North regional plants / offices.*
- Facilitated support for the day-to-day users, weigh bridge systems, concrete batching system of RMC Plants*

Name of the Company

RMC Readymix India Pvt. Ltd.

Designation

Systems Executive

Duration

From Apr'2006 to Feb'2010.

ROLES & RESPONSIBILITIES

- Holds the distinction of handling IT Infrastructure, Information Services, Admin & Support for West Bengal, Orissa, Assam, Chhattisgarh, Bihar, Jharkhand, NCR areas with Haryana & UP, Rajasthan, Punjab & UP*
- Handled the operations of the Servers, Application Software, E-Mail, System and Application administration and continuous maintenance and up-gradation of the Hardware & Software*
- Handled the implementation and management of the Servers, Hardware, Networks, Firewall of East and North Regional Offices & Plants*
- Steered the implementation of the data storage and data backup management*
- Facilitated support for the day-to-day users, weigh bridge systems, concrete batching system of RMC Plants*

Name of the Company

Braithwaite & Co. Limited

Designation

BaaN ERP Functional Operator

Duration

From Jun'2002 to Mar'2006

ROLES & RESPONSIBILITIES:

- Played a key role as BaaN ERP (Distribution Module) Team Member in managing procurement & inventory of Wagon Components & Steel*
- Holds the distinction of handling the material receipt, material issue in various (Wagon) production orders*
- Successfully provided the internal transfer (Warehouse Inventory Transaction) of various types of Wagon Components & Steel between three units of the company*
- Actively involved in sales orders & purchase orders regarding internal and external transfer of materials, Item Codes, Indents, Purchase Orders & Material Back-Orders*
- Efficiently provided support to the Accounts Department regarding Valuation of Materials, Payments of Suppliers according to GRNs, Yearly A/C Closing.*

Name of the Company
Designation
Duration

Blitz Infoedge, Uttarpara – Hooghly
Technical Executive
From Mar'2002 to May'2002

ROLES & RESPONSIBILITIES:

- Was the Faculty of VB6, Oracle & Java with basic computers
- New PC Installation to clients was a part of the job
- Internal IT/System maintenances.

PROFESSIONAL QUALIFICATION:

- 2020 Completed Certificate online courses in SAP PP, PM & BASIS from Udemy
- 2020 Completed Certificate online courses in NSE 1 & NSE2 – Network Security Associate from FortiNet
- 2020 Completed Certificate online course in RPA from UiPath – RPA Development Foundation & RPA Implementation Foundtion
- 2015 Completed Certificate course in Basic Simatic Step 7 and Simatic WinCC from Siemens, Mumbai, with 60% marks.
- 2002 Completed Diploma in Advance Software Technology from CMC Limited, Kolkata, with Grade B.

SCHOLASTICS:

- 2004 Completed B.Sc. (IT) from Mewar University, Raipur (Distance Mode through CMC Limited, Kolkata), with 60% marks.
- 2000 Completed B.Com from Calcutta University, with 41% marks.
- 1997 Completed Higher Secondary Examination from SA Jaipuria College under WBCHSE with 42% marks.
- 1995 Completed Secondary Examination from Scottish Church Collegiate School, under WBBSE with 64% marks.

TECHNICAL SKILLS:

- Computer Hardware & Networking
- LAN, WAN, VPN, Routing, IP CCTV, Video Conferencing (Polycom RealPresence)
- Network Security(WatchGuard & FortiGate Firewall)
- Windows
- Siemens WinCC Installation and Configuration
- Siemens Basic PLC
- SAP ECC (PM Module) – Functional
- SAP Concur – Technical: SAP and Concur Integration, FTP & SFTP Integration for File Transfer

LIVE PROJECTS:

- SAP ECC Implementation Project at Prism Johnson Limited - RMC (India) Division
Modules: PM, PP & MM
Role: Core Team member for PM, PP Master Data
- SAP Concur Implementation Project at Prism Johnson Limited
Role: Technical Lead – SAP Concur Integration, SFTP Setup, User Admin

STRENGTHS

- ✓ Good Communication Skill.
- ✓ Smart, Dynamic & Challenging To Play A Positive Role In a Challenging Environment.
- ✓ Sincere & Hardworking.

- ✓ *Comprehensive problem solving abilities.*
- ✓ *Good Leadership Skills.*

PERSONAL DOSSIER:

Date of Birth : *24th July'1977*
Fathers Name : *Debaprasad Sen*
Gender : *Male*
Marital Status : *Married*
Languages Known : *English, Hindi, Bengali*
Address : *1A, Silpi Nitai Pal Lane, Kumartooly, Kolkata - 700005, West Bengal (India).*

Declaration - *I hereby declare that all the Information Furnished Above are true to the best of my Knowledge.*

Date:

Place: *KOLKATA*

(SURJA SEN)