

# Umesh Suman

876, Shastri Nagar, Dadabari, Kota 324009 \* +917792814887 \* [umeshsuman14@gmail.com](mailto:umeshsuman14@gmail.com)

To work in an organization where culture of freedom and working for initiatives is ensured, facilitating my contribution through thoughts and action to the company's vision and thus achieve self-development by playing a significant role in building the organization. Recently completed the Google IT Support Professional Certificate – an eight-month IT support program that covers troubleshooting, customer service, operating systems, and includes hands-on labs.

## EDUCATION

**POORNIMA COLLEGE OF ENGINEERING**  
*B.Tech. in Mechanical Engineering, 2019*

**GOVT. PUBLIC SCHOOL**  
*12<sup>th</sup> with PCM, 2015*

**GOOGLE IT SUPPORT PROFESSIONAL CERTIFICATE**  
*August, 2020*

## SKILLS

- ♦ MS Office
- ♦ Windows Operating System
- ♦ C and C++

## STRENGTH

- Strong analytical and people management skills.
- Excellent verbal and personal communication skills.
- Accuracy and Attention to details.
- Passion for constant improvement.
- Ability to make sound decisions.

## EXTRA-CURRICULAR ACTIVITY

- Event Coordinator in AADHAR FEST in 2018 at PCE, Jaipur.
- Made pneumatic arm robot for Inter college techfest AADHAR.
- Volunteer at ASHRAE event URJAVARAN.

## PERSONAL DETAILS

Date of Birth : 17<sup>th</sup> May, 1996  
Marital Status : Single  
Language Known : English, Hindi

I, hereby, declare that all the information mentioned above, is true to the best of my knowledge.

Date : March, 2021  
Place: Kota

(UMESH SUMAN)