

AMOGH GAWDE

COMPUTER LAB ASSISTANT

Vasai •7057311146• gawdeamogh@gmail.com

SUMMARY

Detail-oriented IT Lab Assistant with 3+ years of experience in computer lab management, hardware and network troubleshooting, software installation, and providing technical support for academics, online exams, and placement drives. Strong in maintaining systems, resolving IT issues, and ensuring smooth lab operations.

WORK EXPERIENCE

Computer Lab Assistant | Fr. Conceicao Rodrigues College of Engineering Feb 2026 - Present

- Technical Support & Maintenance: Managed and maintained workstations, ensuring hardware and software were updated and functioning for daily academic labs.
- Network Troubleshooting: Assisted in diagnosing and resolving connectivity issues, including LAN configurations and peripheral setups (printers, scanners, and projectors).
- Software Deployment: Installed and configured essential development environments such as Python, Java, MATLAB, and SQL databases required for the engineering curriculum.
- User Assistance: Provided real-time technical support to students and faculty, resolving OS-related bugs (Windows/Linux) and software glitches during practical exams and workshops.
- Lab Security & Policy: Enforced lab safety protocols and data security policies, ensuring all systems remained malware-free and unauthorized access was prevented.
- Inventory Management: Documented hardware inventory and reported technical requirements to the department head for timely upgrades and repairs.

Computer Lab Assistant | Universal College of Engineering Mar 2022 - Feb 2026

- Provided end-user IT support for students and faculty, resolving hardware, software, and network issues.
- Installed, configured, and maintained desktops, laptops, and approved software applications.
- Performed computer, hardware, and network troubleshooting to ensure uninterrupted lab operations.
- Managed IT helpdesk tickets and coordinated with Dell Service Center for hardware repair and replacement.
- Supported online and offline examinations, admission processes (Procampuz CRM), and placement drives.
- Monitored lab assets, ensured equipment safety, and maintained system inventory and updates.

Network Engineer | Instanet technologies pvt.ltd Jul 2020 - Mar 2022

- Administered and maintained LAN networks, system software, and network hardware.
 - Diagnosed and resolved network connectivity, system, and hardware issues.
 - Replaced faulty network components and ensured network availability and performance.
 - Assisted users with technical issues and coordinated secure network access.
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EDUCATION

Mumbai University | Bachelor of science in Information technology

Oct 2020

Dr Babasaheb Ambedkar College Of Science, Commerce & Management

Maharashtra Board | HSC

Feb 2012

St. Peter Junior College of Science, Commerce and Arts

SKILLS

- Hardware & Software Troubleshooting
- Network Setup & Troubleshooting (LAN)
- IT Support & Helpdesk Operations
- System Installation & Maintenance