



A.T.M. RUSSEL
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Date of Birth: 24-02-1980
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PROFESSIONAL OBJECTIVE

Possessing developed skills that have been gained through establishing and developing full IT projects, networks and infrastructures from initial conception to completion. Experience covers customer liaison, design, testing to successful implementation within budget, scope, timescales and process limitations. Maintain production full data base in textile & garments division. Maintain Supply chain & Tally server, ERP software, CC Camera maintain (DVR/NVR), HRM software develops & full control to textile & garments division. Maintain Data backup for all poses order, styles, and accessories booking, and packing list ready for buyer & submitted to insert company data base & buyer web site.

Professional Certified: (1).CCNA (422744169230FRWG): Cisco Certified Network Associate Routing & Switching. (2). MTCNA (1312NA345): Mikrotik Certified Network Association.

AREAS OF EXPERTISE

- Technical Support
- Controlling ERP
- Expert Mikrotik
- HRM Software
- WANs & LANs
- Security for server
- Network Administration
- Team building – leadership
- Trouble shooting
- Problem solving
- Security for database

EDUCATION

The Peoples University of Bangladesh
Bachelor of Science in Computer Science & Engineering
CGPA 2.94 out of 4 summers, 2005
Ahsanullah University of Science and Technology
Diploma-in-Engineering Course in Computer Technology, 1st Class 2000
Narinda Govt. Boys High School
S.S.C. (Science), 1st Division (Star Marks) 1994

PRESENT EMPLOYER

- IT In-Charge
Joining From 01 June, 2019 to Continue.
Companies & Taxes Advisory Bureau &
Rashed Shipping Corporation
9/G, Motihjeel C/A, (1st Floor)
Dhaka-1000, Bangladesh.

- **IT In-Charge**

Joining From 07 October 2015 to 26 May 2019.

Ascott the Residence & Ascott palace

House-13, Road-8, Block-k, Baridhara-1212.

Major Responsibilities are:

- **Ensure effective Group Company core Networking services and maintenance of Network Infrastructures and Communication System by managing Internet bandwidth by Cisco Server, Cisco Manageable Switch, Mikrotik Server, Routers, Firewall to get best performance of internet use and data connectivity to ensure 0 sec down time and have to monitor Data server, take backup everyday on schedule time of ERP system, Accounts management software & Store & Delivery management software, creating backup of all database of SQL server, email server & design department. Also maintaining Addressable Fire Control Panel(loop 2/4); Smoke Detector (Dual Ray technology), Heat Detector (Dual Ray technology), Manual Call Point addressable, Loop Sounder addressable, Archway gate.**
- **Design, implementation and maintenance of office LAN, servers, workstations and other equipment's and services, Administer mail, web and other servers, Install hardware, operating system and other software applications, Ensuring system security, availability and performance & Ensuring power backup, disk backup, and data recovery.**
- **Leading a team of support engineers with a view to ensure excellent team performance taking initiatives of comprehensive performance monitoring and in-depth training for the team Managing all aspects of system monitoring and reporting (including 24/7 support for critical services) with dedicated IT support team.**
- **Ensuring appropriate technical assistance, network services, and solutions at user ends in prompt and efficient manners with monitoring the service continuity at client ends, reporting the service interruptions, and taking prompt actions to ensure service excellence & Taking active roles in investigating and solving the complex problems.**
- **Controlling of Network and Server and more than 320 workstation operation, Change/modify/ upgrade and implement of IT Infrastructure with group policy. Troubleshooting network (LAN/WAN) problem, Firewall Setup and configuration (Mail Server, Data Server, LAN, WAN, Wi-Fi and Security Monitor and follow-up Attendance and Payroll system, IP surveillance security system & PA system etc.**

PREVIOUS EXPERIENCE

- **System Administrator**

Joining from 1st January, 2005 to 30 July 2011.

Trustex Limited

Address: House – 22, Road – 14, Sector – 4, Uttara, Dhaka- 1230.

- **IT In-Charge**

Joining from 1st August, 2011 to 16 March 2014.

Abanti Colour Tex Ltd (A sister concern of Crony Group)

Address: Plot no-S, A-646, Shashongoan, Enayetnagar, Fatullah, Narayan gang -1400

- **IT Manager**

Joining from 17 March, 2014 to 06 October 2015.

Ocean Group

House-37, Road-1, Block-I, Banani, Dhaka-1213

RESEARCH AND INVESTIGATIVE WORK

- **Academic projects on the online banking system of The Mercantile Bank Ltd.**

- Thesis paper on database management on the software system of Peoples University Library (spring, 2005).

COMPUTER SKILLS

- C Programming, C++, ORACLE, JAVA, Visual Basic, Database Management, Networking, Programming Language, Trouble Shooting (Win 98, 2000, XP, WIN 7, WIN 8) and Proficient in MS Office.
- Sound Knowledge on internet and e-mail.

OTHER SKILLS

- Language proficiency: Good Communication skills in written and Spoken English.
- Managerial Skills: People Skills, Coordination, Team loving, Leadership, Efficient in writing business reports and proposals.
- Working cross-functionally within a customer focused, multi-site environment, maintaining the delivery of IT services and technology projects.
- Other courses: MTCNA (Mikrotik Certificate Network Associated) security code (1312NA345) is succed.
- CCNA (422744169230FRWG): Cisco Certified Network Associate Routing & Switching is Successfully Passed.

INTERESTS

Playing cricket and traveling is my passion.

PERSONAL INFORMATION

Father Name : Advocate M.A. Mannan
 Mother Name : Mrs. Razia Mannan
 Present & Permanent Address: 250/A, South Jatrabari. Dhaka-1204
 Nationality : Bangladeshi
 National ID : 4645421811
 Religions : Islam
 Blood Group : B (+ ve)
 Marital Status : Married

REFERENCES

1.Advocate ATM Rashed
 Companies Income Tax lawyer
 Companies & Taxes Advisory Bureau
 Mobile:01911341889

2.Mohammad Rukanuzzaman
 Manager –Compliance
 Tom Tailor Group
 Mobile:01717375424

A. T. M. RUSSEL (BAPPY)