

Last Updated : **August 10, 2016**

## **ABDALLAH BIN MAHBOOB**

Address: 734 (1st Floor) West Kazi Para, Mirpur, Dhaka - 1216.  
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### **Career Objective:**

To pursue a challenging career at top-level management and utilize my skills and experiences to make extensive contribution to company's long-term goal.

### **Special Qualification:**

English and Bengali Typing Speed very good.

### **Employment History:**

**Total Year of Experience : 12.8 Year(s)**

#### **1. Assistant System Engineer (Web & IP Phone) ( July 1, 2010 - Continuing)**

##### **Information Services Network Limited**

Company Location : TMC Building (4th floor), 52 New Eskaton Road, Dhaka -1000

Department: System

##### **Duties/Responsibilities:**

Generate new IP phone numbers.

IP phone server monitoring and maintenance.

Create new domain name registration, web/mail Hosting.

Giving IP phone and domain, hosting support over phone, email or physically.

Generate bill for IP phone and domain, hosting monthly/yearly per month.

Prepare report for monthly work.

Internal billing and accounts software support.

Giving corporate SMS Services support for client also internal.

Also internal PC, switch etc. troubleshooting support.

#### **2. Officer - IT & HR ( January 1, 2010 - June 30, 2010)**

**Palmal Group (NAFA Appeals Ltd.)**

Company Location : 35 London Plaza, Uttara, Dhaka-1230

Department: Compliance

**Duties/Responsibilities:**

Assembly & Troubleshooting PC hardware.

Installation & Maintenance of OS (Windows/Linux), Lan Networks.

Download everyday Employee attendance from reader & making daily attendance, absent report & print.

Daily input entry leave, short leave also generate report.

Make new and edit employee job card.

**3. Assistant System Engineer ( June 1, 2006 - December 31, 2009)****NewAge Group (NewAge InfoTech Services Ltd.)**

Company Location : 42-i, Indira Road, Dhaka-1215

Department: IT

**Duties/Responsibilities:**

Installation & Maintenance of OS (Windows/Linux) & Lan Networks

Installation & Testing different types Software & Hardware

Internal PC, switch etc. troubleshooting support.

**Academic Qualification:**

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration
Bachelor of Computer Application (BCA)	Computer Science & Engineering	Bangalore University, India	First Class, Marks :70.05%	2005	2002-2005
HSC	Science	Govt. Sohrawardy College, Pirojpur	Second Division, Marks :54.9%	2001	1999-2000
SSC	Science	Pirojpur Govt. High School, Pirojpur	First Division, Marks :65%	1999	1997-1998

**Professional Qualification:**

Certification	Institute	Location	From	To
Computer Courses	SEEKERS	Khulna	May 25, 1999	August 30, 1999

**Career and Application Information:**

Looking For : Mid Level Job  
 Available For : Full Time  
 Present Salary : Tk. 22500  
 Expected Salary : Tk. 30,000  
 Preferred Job Category : IT/Telecommunication, HR/Org. Development  
 Preferred District : Anywhere in Bangladesh.  
 Malaysia, South Africa, Sweden, Thailand, United Kingdom,  
 Preferred Country : United States, Singapore, South Korea, Switzerland, United  
 Arab Emirates  
 Preferred Organization : Banks, College, IT Enabled Service, ISP, Computer  
 Types Hardware/Network Companies, Multinational Companies,  
 Public Relation Companies, Garments, Buying House,  
 Overseas Companies, Group of Companies, Garments  
 Accessories

### **Specialization:**

Fields of Specialization
<ul style="list-style-type: none"> <li>• MS Word/ Excel/ PowerPoint/ OneNote</li> <li>• Asterisk</li> <li>• DreamWeaver</li> <li>• FrontPage</li> <li>• HTML/ DHTML</li> <li>• LAN/ WAN</li> <li>• MS Visio</li> <li>• PHP</li> <li>• Web Services</li> <li>• WordPress</li> </ul>

### **Extra Curricular Activities:**

Admin/HR

### **Language Proficiency:**

Language	Reading	Writing	Speaking
Bangla	High	High	High
English	High	High	High
Hindi	Medium	Medium	High

### **Personal Details :**

Father"s Name : Alhaj Mahboob Ul Haque  
 Mother"s Name : Alhaja Khairunnessa  
 Date of Birth : September 1, 1984  
 Gender : Male  
 Marital Status : Married  
 Nationality : Bangladeshi  
 Religion : Islam  
 Permanent Address : 301, C.I. Para (Near Baleshwar Bridge), Pirojpur -8500.  
 Current Location : Dhaka

**Reference (s):**

	<b><u>Reference: 01</u></b>	<b><u>Reference: 02</u></b>
Name	: A Gafur	Md. Mozaharul Islam
Organization	: American Chamber of Commerce (AMCHAM)	NewAge Group
Designation	: Executive Director	Assistant General Manager (AGM)
Address	: Room No : 319, Ruposhi Bangla Hotel, 1 Minto Road, Dhaka	42 - i, Indira Road, Dhaka - 1215
Phone (Off.)	: 8330001, 8358060 (Room No 319)	8112704, 8116951, 8130336, 9126535 Ext. 131
Phone (Res.)	:	
Mobile	: 01819212446	01713438929
EMail	: agafur@amchamdbd.org	prince@newage-group.com
Relation	: Professional	Professional

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