

Applied For: **IT Executive (Sylhet)**

Last Updated : **September 30, 2018**

BIPLAB KUMAR

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Career Objective:

Seeking a position in life to utilize my skills and abilities and achieve professional growth while being resourceful, innovative and flexible. To add valuable assets to your esteemed organization as an active member.

Career Summary:

I am an experienced and knowledgeable Information Technology professional seeking to contribute my training and acquired skills with in a Tier-1 technical support and/or help desk role. I work well independently as well as in group settings where I am skilled at contributing to the team. I am adept at providing all facets of computer support such as troubleshooting, installations, and maintenance.

Special Qualification:

Have to work as troubleshooter of all IT related device and equipment`s like desktop, Laptop, manageable non-manageable switches,router, access point.and maintaining operating system windows XP, Windows-7, Windows-8, Windows-8.1 & Windows -10

Employment History:

Total Year of Experience : 5.8 Year(s)

1. ICT-Officer (July 1, 2017 - Continuing)

Dushtha Shasthya Kendra(DSK)

Company Location : AB Bhavan,House-491,DV Road,South Majupur Lakshmipur-3700,Chittagong
Department: IT

Duties/Responsibilities:

Responsible for ensuring full utilization of company assets and keep records of IT equipment.
Responsible for providing all kinds of technical support to end user for their Desktop, Laptop, Network Connection, Email, Scanner, Printer & Software as per company IT policy.
Responsible for Maintaining, troubleshooting, installing and configuring of LAN, WAN and Wi-Fi equipment. Responsible for maintaining, protecting & developing company's IT systems such as Access Control, Surveillance systems, etc. and performing routine monitoring of all the installed systems. Providing service support in diagnosing, resolving and repairing server-related hardware and LAN/WAN communication (wired and wireless) infrastructures, such as Routers, Switches, Hubs, Access Points etc. in occasion of hardware/software failure. AP Protector Maintenance. Typing speed at least 40 words (English) per minute. Training to End user.

2. **Officer-IT (January 1, 2016 - June 30, 2017)**

Classified King

Company Location : R-20,H-14,Nikunja-2,Dhaka

Department: IT

Duties/Responsibilities:

Have to work as troubleshooter of all IT related device and equipment's like desktop, Laptop, Server computers, manageable non-manageable switches router, access point, Cisco device and router. Setup and maintaining operating system windows XP, Windows-7, Windows-8, Windows-8.1 & Windows - 10. Troubleshoot printer related problem. All user control in Mikrotic router & varies types wireless router. Responsible for the basic routing maintenance and troubleshooting like connectivity checking, backup important files etc. Have to ensure hardware, software and network upgrades installation, re-installation, changes and re-locations. Ensure all users devices security and smooth mail communication. Provide IT support for end users. Ability to work under pressure in the company environment. Ensure proper documentation of IT assets.

3. **System Engineer (January 1, 2013 - December 30, 2015)**

Shohagh Group

Company Location : 63,Dit Road,Malibag,Dhaka

Department: IT

Duties/Responsibilities:

Configure a new PC & install software. Assembly of computer and it's components. Confirm user requirements and provide better solutions. Provide IT support to end user for of the Company and Conduct user training for software and application as required. Install and configure computer hardware operating systems and applications and Monitor & maintain computer systems. Manage IT staff by recruiting, training and coaching employees, communicating job expectations and appraising their performance. Updates job knowledge by participating in educational opportunities; reading professional publications; maintaining personal networks; participating in professional organizations. Installation, Maintenance, Trouble Shooting of Hardware and Software. Providing remote and onsite technical supports to the clients. Training to End user.

Academic Qualification:

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration
B.sc Engineering	Computer Science & Engineering	Stamford University Bangladesh	CGPA:2.97 out of 4	2012	4 Year
Diploma	Computer Technology	Rajshahi Polytechnic Institute	CGPA:3.12 out of 4	2005	4 Year
SSC	Science	Jahangir pur Model High School	CGPA:4 out of 5	2001	10 Year

Training Summary:

Training Title	Topic	Institute	Country	Location	Year	Duration
Hardware&Networking		IT bangla Ltd	Bangladesh	Dhaka	2012	7 month

Professional Qualification:

Certification	Institute	Location	From	To
Hardware & Networking	IT Bangla Ltd	32,Topkhana Road,Palton-Dhaka	June 1, 2012	November 25, 2012

Career and Application Information:

Looking For : Mid Level Job
 Available For : Full Time
 Present Salary : Tk. 25000
 Expected Salary : Tk. 15,000
 Preferred Job Category : IT/Telecommunication
 Preferred District : Rajshahi
 Preferred Organization Types : Banks, Telecommunication, Software Company, Computer Hardware/Network Companies, Group of Companies, Call Center

Specialization:

Fields of Specialization	Description
<ul style="list-style-type: none"> Computer Operator 	*Operating System: Windows 98, 2000, 2007, XP. *IT systems, IP Network, LAN, Routing Data, Networking. *Installation, Maintenance, Trouble Shooting of Hardware and Software. *Support client's hardware, operating system and applications. * IT support. *Configure IP addressing, Sub-netting, troubleshooting.

Language Proficiency:

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

Personal Details :

Father's Name : Santosh chandra pramanik
 Mother's Name : Josna rani
 Date of Birth : December 30, 1986
 Gender : Male
 Marital Status : Single
 Nationality : Bangladeshi
 Religion : Hindu
 Permanent Address : Vill-Mohadevpur,Post-Mohadevpur,Thana-Mohadevpur,dist-Naogaon.
 Current Location : Dhaka

Reference (s):

	<u>Reference: 01</u>	<u>Reference: 02</u>
Name	: Md. Murad Ahamed Khan	Md. Mahidul Islam
Organization	: Save the Children in Bangladesh	Dushtha Shasthya Kendra (DSK)
Designation	: Deputy Manager, MaMoni HSS Project	District Coordinator, MaMoni HSS Project
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Relation	:	Professional		Professional