

Curriculum Vitae of

AFAK FATIN NOOR

Mailing address:

23/3/1 KM Das Lane
Tikatuli, Wari, Dhaka-1203
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Career Objective:

A highly dedicated and diligent person with job responsibility, looking for a challenging position in your organization to utilize my skill and experience for the growth of the organization.

Professional Training 01:

Awarded a Scholarship under the IDB-BISEW (Islamic Development Bank-Bangladesh Islamic Solidarity Educational Wakf) IT Scholarship Programme Round-45, Trainee ID: 1259470, Batch ID: NSA/DTCM-A/45/01. Rokeya Sharani, Sher-e-Bangla Nagar, Dhaka-1207. It was for about 6 months. (www.idb-bisew.org)

Course Name	Topic	Status
1. Computer Fundamentals	Computer Fundamentals	Completed
2. Diploma in Network System Administrator	CompTIA Networking+	Completed
	Installing and Configuring Microsoft Windows 10	Completed
	Windows Server 2016	Completed
	Operating Systems Security	Completed
	Virtualization Technologies	Completed
	Ethical Hacking Concepts	Completed
	Basic Routing and Bandwidth Management With MikroTik	Completed
	Full Course Duration	464 Hours

Technical Skills:

- **Microsoft Windows Server 2016:** Skilled on configuring server like- ADDS, File Server, Failover clustering, WDS Server, DNS, DHCP.
- **Hardware & Network:** Assemble & troubleshoot computer System. Design, Deploy, Monitoring and Managing Network. TCP/IP Networking and hardware maintenance.
- **Secure Windows Server 2016:** Implement server hardening solution, secure a virtualization infrastructure, implement threat detection solutions, implement workload-specific security.
- **Virtualization Technologies:** VMware Workstation, Windows Server Hyper-V.
- **Certified Ethical Hacker Concepts:** Introduction to ethical hacking, Concept of Foot printing & Reconnaissance, Scanning networks, Vulnerability Analysis, Concept of system hacking and covering track, Working with malware threats, Sniffing concepts and working with sniffing tools, Introduction to wireshark , Working social engineering toolkit, introducing denial-of-services.
- **MikroTik:** Bandwidth Management & Routing with Mikrotik
- **OS:** Windows XP, Windows 7, windows8.1, windows10, Windows Server 2016,
- **MS Office:** MS Word, MS Excel, MS PowerPoint, MS Access.
- **Type:** Professional Typing Experience on Bangla, English.

COMPETENCY-BASED TRAINING(CBT):

IT Support Level-1(Competent)

- Bangladesh Technical Education Board(BTEB)

PROFESSIONAL TRAINING 02:

Computing Technology Industry Association A+ (CompTIA)

- Computer Networking and Hardware

Institute Name: AND Edu Services LTD, Dhanmondi, *Dhaka*.

RELEVANT TRAINING KNOWLEDGE (CompTIA A+):

- Hardware
- Networking
- Windows Operating Systems
- Software Troubleshooting
- Hardware & Networking Troubleshooting
- Security
- Laptop/Mobile Devices
- Other OS & Technologies

Educational Background:

Name of Examination	School/Institute	Dept./ Branch	Board	Year of Passing	GPA/ CGPA
Diploma in Engineering	Dhaka Polytechnic Institute	Computer Technology	Bangladesh Technical Education Board (BTEB)	2019	2.94
S.S.C	Nawabpur Govt. High School	Science	Dhaka	2014	3.81

Special Qualification:

- Established good working relationships with clients.
- Strong verbal and personal communication skills.
- Decision making, critical thinking.
- Problem analysis & solve.
- Hard worker and Quick learner.

Interested:

Playing cricket, Internet browsing, Reading story books, Searching information of server and networking, Watching excellent movie, Traveling.

Language Proficiency:

- Reading, writing and speaking in Bengali & English.

Experiences :

1. Name of Position : Instructor (Computer and ICT Skills).
Project Name : Pre-vocational training program under ROSC-II
Organization : Nari Maitree.
Location : Pekua Cox's Bazar.
Duration : 27/03/2021 To 13/06/2021
Batch :05

Major Responsibilities

- Safeguards materials, records, and equipment.
- Promotes and Maintains a Positive Learning Environment.
- Maintains a thorough knowledge and understanding of all school policies, and adheres to and upholds their implementation and enforcement.
- Convenes all assigned classes in accordance with their start and end times.
- Maintains a safe environment for all students, and staff.
- Participates in campus-wide initiatives in support of recruitment, retention, graduation, and other institutional effectiveness goals on an individual and team basis.
- Attends center function including staff meetings, in-service training, faculty meetings, orientation, graduation, and special student activities and school events as required. Maintains appropriate confidentiality when working with students, records, and administrative staff.
- Interacts with students and fellow employees in a courteous, professional, and positive manner.

Personal Information:

Full Name : Afak Fatin Noor
Father's Name : A. K. M Khairul Alam
Mother's Name : Anar Jahan Siddique
Date of Birth : 10/11/1998
Present Address : 23/3/1 K.M Das Lane Tikatuli ,wari ,Dhaka-1203
Permanent Address : 23/3/1 K.M Das Lane Tikatuli ,wari ,Dhaka-1203
NID No. 4655227033
Nationality : Bangladeshi
Religion : Islam
Marital Status : Unmarried
Blood Group : O+

Reference:

A. F. M Bakabillah Consultant IsDB-BISEW IT Scholarship Programme Show & Tell Consulting Ltd. Mobile: 01955625240 Email: billah@showtellconsulting.com	Novel Saha Instructor, Dot Com Systems Ltd. Senior Trainer, IsDB-BISEW IT Scholarship Programme Cell: 01771707122 Email: novelsaha@gmail.com
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Declaration:

I, the undersigned, certify that, to the best of my knowledge and belief that the above information correctly describes my qualifications, experience and me.



Afak Fatin Noor