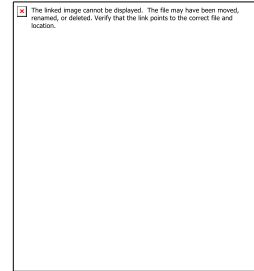Applied For: **IT Executive (Sylhet)**

Last Updated : *July 4, 2018*

MD.SHOHEL RANA

Address: 2/1 Kalabagan Mirpur Road Dhaka
Office Phone :01823111492
Mobile : 01741432096
email:shohelcse88@yahoo.com, mdsuhash@gmail.com

Career Objective:

Seeking an opportunity to work an engineer, to obtain and secure position that will enable me to use my organization skill as well as my ability to work with people. I am quick learner. I want to work to suitable environment that would challenge

Career Summary:

Computer Hardware & Trouble shooting, PC Assembling, Networking, Webpage Designing, Email & Internet Handling, About antivirus, Software maintenance and CCTV installation and Maintenance. etc

Special Qualification:

Computer Hardware and Network, Web page design,Adobe Photoshop.

Employment History:

Total Year of Experience : 2.8 Year(s)

1. **IT Executive (February 1, 2016 - Continuing)**

    LCBS DHAKA
    Company Location : House No. 39/B, Road No. 14/A Sat Mosjid Road, Dhanmondi,Dhaka-1209
    Department: Hardware and Network with Google apps
    Duties/Responsibilities:
    1. Server Administration (Mail, ACCA Exam, Pearson server, Kryterion Server, IP Phone server)
    2. Google Apps (Google Sheet report (Database), Google site, Gmail, Docs, hangouts, smart sheet ETC)
    3. Installing, configuring and maintaining switches, routers (MikroTik Routers. NETGEAR, TP-Link other)
    & Troubleshooting
    4. Printer and other hardware resources installation sharing.
    5. Network printer configure and maintenance.
    6. Third party mail client Configure, Troubleshooting & maintenance (Gmail ,Thunderbird, Outlook)
    7. IT Budget & IT inventory management
    8. Network printer, Wi-Fi, WAN, LAN & maintenance, troubleshooting
    9. Extensive knowledge on outlook Data Backup and restore in both Windows and Mac.
    10. Remotely support to other office
    11. Vendor Management

12.Hardware and Software installation and troubleshooting (computer Assembling, Laptop, Android Mobile, Multi-function Printer, Dot Printer, Scanner, and Related Equipment etc).
Configure outlook/mail software and different type of buyer software to the user PC/ Workstation.
Maintain proper documentation of work as per the company policy.
Troubleshoot problem areas, Identify and remedy of performance bottlenecks.
Perform server and security audits and system backup and recovery;
Experience of handling & trouble Shooting of IP Phone, IP Camera, CCTV, PA System, BAR-CODE Printer, BAR-CODE Scanner, Video Conferencing Equipment, Finger, Attendances & Access control Device;

Academic Qualification:

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration
B.sc	Computer Science & Engineering	Daffodil International University	CGPA:3.08 out of 4	2014	4 year
Diploma in Computer Engineering	Computer Technology	Pabna Polytechnic Institute, Pabna.	CGPA:3.33 out of 4	2010	4th Year
Dakhil	Genarel	Islampur S.K.D Madrasha	CGPA:4.25 out of 5	2006	-

Training Summary:

Training Title	Topic	Institute	Country	Location	Year	Duration
Website development with CMS	word press ,HTML ,HTML5,CSS,CSS3,JS.JQ,PHP Basic,MYSQL Basic	New horizons	Bangladesh	Dhanmondi Dhaka	2014	6 month
Networking	Networking With CCNA	Optimal IT Solution Dhaka	Bangladesh	4\7(4th Floor), Humayan Road Mohammadpur, Dhaka-12	2009	4 month

Professional Qualification:

Certification	Institute	Location	From	To
Computer Hardware and Network eng	CB NET, Dhaka	2/1 kala bagan ,dhaka	September 1, 2009	January 26, 2014

Career and Application Information:

Looking For	:	Mid Level Job
Available For	:	Full Time
Present Salary	:	Tk. 25000
Expected Salary	:	Tk. 20,000
Preferred Job Category	:	IT/Telecommunication, Design/Creative
Preferred District	:	Anywhere in Bangladesh.
Preferred Organization Types	:	IT Enabled Service, ISP, Computer Hardware/Network Companies

Specialization:

Fields of Specialization	Description
• Hardware Engineer	• Ability to work in a team • Ability to work hard and with under pressure

• Adobe Photoshop/ Illustrator • Cisco • CSS • FrontPage • HTML/ DHTML • JavaScript • LAN/ WAN • MySQL	• Hardware, Network, CCTV, Attendance Etc. • Pearson VUE: Computer-Based Test (CBT)development and delivery , Kryterion Global Testing Solutions • Google Apps (Google Sheet Database report , internal site development ,Gmail maintains others) • Configure Web mail, Microsoft Outlook, Outlook Express, Proxy, FTP etc. under Windows platform • MikroTik Routers and Wireless Router maintains • Website site Development with CMS (Word press)

Language Proficiency:

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

Personal Details :

Father's Name	:	Md.Rafikul Islam
Mother's Name	:	Omela khatun
Date of Birth	:	July 11, 1991
Gender	:	Male
Marital Status	:	Married
Nationality	:	Bangladeshi
Religion	:	Islam
Permanent Address	:	Village-Rohimpur,P.O-Goyespur,P.S-Pabna,Pabna
Current Location	:	Dhaka

Reference (s):

	Reference: 01	Reference: 02
Name	: M A Kalam	MD Monoarul islam
Organization	: LCBS ,Dhaka.	Electric Sub Station
Designation	: Chairman &CEO, LCBS,Dhaka.	Sub Assistant Eng
Address	: House # 39/B,Road # 14/A (old 25) Sat Masjid Road,Dhanmondi Dhaka	Chitagong Port Authority
Phone (Off.)	:	
Phone (Res.)	:	
Mobile	: +88-01767-697 982	01755587755
EMail	: kalam@lcbsdhaka.com	
Relation	: Relative	Relative