

Last Updated : **December 20, 2016**

MD. ALI SIDDIKI

Address: House # 5, Road # 19, Sector # 11, Uttara, Dhaka-1230.
Mobile : 01728502070
email:md.alisiddiki@gmail.com, md.alisiddiki@hotmail.com



Career Objective:

To build up a prestigious career in a National, International, Joint venture or Multinational Organization what is Challenging and where I have the scope to prove my potentiality and interpersonal skill.

Career Summary:

I completed my Graduation (B.A) on 1997 under of National University. Then I can't anymore for the reason of need a job for continue & fulfill my daily requirement Which necessary for me & my family.

Special Qualification:

I have enough Skill on Computer & all of troubleshooting. Capable on MS Office (Word, Excel), Adobe Photoshop, Illustrator, Configure Windows XP, 7, 8 & 10. Networking, WLAN, LAN, HTML Editing & Etc. Specially I can manage on Admin/Account/HR.

Employment History:

Total Year of Experience : 24.3 Year(s)

1. Sr. Manager IT (October 3, 2016 - Continuing)

Regent it solutions ltd.

Company Location : House 16, Road 17, Sector 11, Uttara, Dhaka-1230.

Department: Admin

Duties/Responsibilities:

IT Enabled as a Manager.

2. IT MANAGER (March 27, 2013 - October 31, 2016)

FURUSHIMA (BD) LTD.

Company Location : Plot 1122, Avenue 8/A, DOHS Mirpur, Dhaka.

Department: Head Office

Duties/Responsibilities:

IT Related all support to office & out of office staff in factory. Daily Report analysis and input. Make & Send Monthly Bill or Report to Head Office (Japan). Maintain Other Daily Administrative Office Desk Job.

3. IT Executive (August 4, 2012 - January 30, 2013)

Olo Bangladesh

Company Location : Banani DOHS

Department: Sales

Duties/Responsibilities:

Support & Sales.

4. **IT Executive. (April 3, 2010 - June 30, 2012)**

Western Motors (Bajaj Tempo Ltd.)

Company Location : 7, TCB Bhaban, Karwan Bazar, Dhaka.

Department: IT

Duties/Responsibilities:

Daily Cash Reconciling, Account Update & Daily Administrative Desk Jobs.

5. **System Engineer (February 5, 2009 - March 30, 2010)**

Wintak Computer

Company Location : BSC Computer City

Department: Support

Duties/Responsibilities:

PC Assemble & Customer Support

6. **System Engineer (August 2, 2008 - November 30, 2009)**

SAARC Agriculture Centre (SAC)

Company Location : BARC Complex, Farmgate Dhaka-1215.

Department: IT

Duties/Responsibilities:

Hardware & Software Support

7. **Sr. Medical Promotion Officer (February 9, 2006 - May 27, 2008)**

Biopharma Laboratories Ltd.

Company Location : Thakurgaon

Department: Sales

Duties/Responsibilities:

Visit to Selected Doctor & Chemist for Product promotion & Sale.

8. **Medical Asst (January 7, 1993 - February 17, 2004)**

Army Medical Corps

Company Location : Bangladesh Army

Department: Medical

Duties/Responsibilities:

Assist to Doctors, Maintain Ward Department, care the patients as a Medical Assistant.

Office Compliance Etc.

Academic Qualification:

| Exam Title | Concentration/Major | Institute | Result | Pas.Year | Duration | Achievement |
|------------|---------------------|---------------------|-----------------|----------|----------|-------------|
| BA | Arts | National University | | 1997 | 02 Years | Pass |
| HSC | Arts | Rajshahi Board. | Second Division | 1995 | 02 Years | Pass |
| SSC | Science | Rajshahi Board. | Second Division | 1991 | 02Years | Pass |

Training Summary:

| Training Title | Topic | Institute | Country | Location | Year | Duration |
|---------------------|---|--|------------|-----------------|------|----------|
| GP CIC Entrepreneur | Microsoft Office Application Analyze, Graphics & Design on Adobe Photoshop, Illustrator, Audition, Reader/Writer, HTML Editing, Web developing, Home Group Networking WLAN, LAN, HUB Settings Etc. Hardware Installation & Troubleshooting. | Grameenphone Community Information Center (GPCIC). | Bangladesh | Gulshan, Dhaka. | 2008 | 10 Weeks |

Professional Qualification:

| Certification | Institute | Location | From | To |
|-----------------------------|-------------|----------|---------------|--------------------|
| Diploma in Computer Science | BCE Rangpur | Rangpur | April 5, 2005 | September 30, 2005 |

Career and Application Information:

Looking For : Mid Level Job
 Available For : Full Time
 Present Salary : Tk. 22000
 Expected Salary : Tk. 15,000
 Preferred Job Category : IT/Telecommunication, HR/Org. Development
 Preferred District : Anywhere in Bangladesh.
 Germany, Greece, Turkey, United Kingdom, United States,
 Preferred Country : Australia, Canada, France, Hong Kong, United Arab
 Emirates
 Preferred Organization : Govt./ Semi Govt./ Autonomous body, NGO, Public Relation
 Types Companies, Garments, Buying House, Hospital, Hotel, Direct
 Selling/Marketing Service Company, Automobile

Specialization:

| Fields of Specialization | Description |
|--|--|
| <ul style="list-style-type: none"> Pharmaceutical/ Medical Marketing Customer Support/ Client Service Telecommunication Products & Services IT & Software Marketing Public Relation | 1. Advance Trade Training on Community Medicine 18 Month Armed Forces Medical Institute Dhaka Cantonment. 2. Basic Trade Training on General Nursing 18 Month Combined Military Hospital Momenshahi Cantonment. 3. Basic Trade Training on Public Health 18 Month Armed Forces Medical Institute Dhaka Cantonment. |

Extra Curricular Activities:

OTHER ACTIVITIES: To Collect various types of books for my personal Library. When I get time I read book there. Interested on writing, lyric and recite. Interested on Driving also.
 OTHER COMPETENCIES: 1. Oral and Written Communication skill both in Bengali and English. 2. Always mentally prepared to provide myself in any hardship work. 3. Efficiently work under pressure/Adverse situation and meet deadline in all respects.

Language Proficiency:

| Language | Reading | Writing | Speaking |
|----------|---------|---------|----------|
| Bangle | High | High | High |
| English | High | High | Medium |
| Hindi | Low | Low | Medium |
| Arabic | Medium | Medium | Low |

Personal Details :

Father"s Name : Md. Rostom Ali (Rtd Army)
 Mother"s Name : Late Mohoshina Begum
 Date of Birth : February 24, 1975
 Gender : Male
 Marital Status : Married
 Nationality : Bangladeshi
 Religion : Islam
 Permanent Address : Vill- Gobindapur, Post- Khansama, Upozila- Khansama, Dist- Dinajpur.
 Current Location : Dhaka

Reference (s):

| | <u>Reference: 01</u> | <u>Reference: 02</u> |
|--------------|--|-----------------------------|
| Name | : Md. Habibur Rahman (Shamim) | S ALi Sohel |
| Organization | : Furushima (BD) Ltd. | Boishakhi Televisision Ltd. |
| Designation | : General Manager Ideal Lakeview (GF), House # | Producer |
| Address | : 8b, Road # 2b, Sector # 11, Uttara, Dhaka-1230. | 32, Mohakhali, Dhaka 1212 |
| Phone (Off.) | : +88-02-8953400, 8958970 | +880 2-8837542 |
| Phone (Res.) | : | |
| Mobile | : +88 017 2147 3205 | 01971301451, 01671301451 |
| EMail | : rhaman1977@gmail.com | salisohel@yahoo.com |
| Relation | : Professional | Relative |
