

Last Updated : **September 28, 2018**

## **MD. EMDADUL ISLAM**

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### **Career Objective:**

To build a career in field of Information Technology (I.T) and to join the world of global I.T as a computer professional. I believe A responsible position for the growth of my career in any organization through optimal utilization of my creativity.

### **Career Summary:**

To serve in a responsible position in a well-reputed organization where I can utilize my acquired managerial and interpersonal skills to enhance organizational efficiencies and achieve success thereby.

### **Employment History:**

**Total Year of Experience : 7.2 Year(s)**

#### **1. Senior program office ( February 1, 2016 - Continuing)**

##### **United Development Initiatives for Programmed Actions (UDDIPAN)**

Department: IT

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

Hardware maintenance & troubleshooting, software maintain & troubleshooting. Windows installation & configure , WiFi router install & configure. Windows backup & recovery. hardware support in Branch wise.

#### **2. Sub Assistant Manager ( April 18, 2015 - January 26, 2016)**

##### **RFL Group**

Company Location : Hossen market ga-136, utter badda, Dhaka-1213

Department: MIS (Information Technology)

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

Hardware & Network maintenance & troubleshooting, software maintain & troubleshooting, windows installation & configer, WiFi router install & configer, oracal data import & export, server & backup trajection check & keep same. CCTV install, configer & monitoring .others reporting etc.

#### **3. Jr.Executive ( December 1, 2011 - April 15, 2015)**

##### **Simtex Industries Limited**

Company Location : Ashulia, Savar, Dhaka

Department: Information Technology (IT)

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

Ensure a large number of computer network solutions. Responsibilities of network system & using Payroll, ERP Maintenance and a wide range Wireless connectivity & Hardware system, Data Recovery & CCTV Installation & Configuration. Have sound knowledge of Adobe Photoshop, Illustrator & MS Office.

## **Academic Qualification:**

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration
Diploma in Computer Science	Computer Science	Shariatpur Polytechnic Institute	CGPA:2.82 out of 4	2012	4 Years
Technical Examination of Automobile	Automobile	Technical School & College, Pirojpur	CGPA:3.23 out of 5	2007	2 Years

## **Training Summary:**

Training Title	Topic	Institute	Country	Location	Year	Duration
Managing & Maintaining a Microsoft Windows server 2003 Environment	Management of Users, Groups, and Computers in a networked environment, Management of Resources Access in a Windows Server 2003 environment, Management and Maintenance of a Windows Server 2003 Server Environment, Planning and Troubleshooting Network Access in a Windows Server 2003 environment	New Horizons	Bangladesh	Momtaz Plaza (3rd Floor), Dhanmondi, Dhaka - 1205.	2011	3 months

## **Career and Application Information:**

Looking For : Mid Level Job  
Available For : Full Time  
Present Salary : Tk. 25310  
Expected Salary : Tk. 18,000  
Preferred Job Category : IT/Telecommunication, Customer Support/Call Centre, Electrician/Electronics Technician  
Preferred District : Anywhere in Bangladesh.  
Preferred Country : China, Italy, United States, Canada  
Preferred Organization : IT Enabled Service, ISP, Computer Hardware/Network Companies, Call Center  
Types

## **Language Proficiency:**

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

## **Personal Details :**

Father"s Name : Abdus Salam Talukder  
Mother"s Name : Mrs. Aysha Begum  
Date of Birth : September 5, 1990  
Gender : Male  
Marital Status : Married  
Nationality : Bangladeshi  
Religion : Islam  
Permanent Address : Machimpur, Pirojpur  
Current Location : Dhaka

**Reference (s):**

	<b><u>Reference: 01</u></b>	<b><u>Reference: 02</u></b>
Name	: Md. Fazlul Bari	Zashim Uddin Khan
Organization	: UDDIPAN	Zara Group
Designation	: Asstistant Director	Managing Director
Address	: HoNo. 9, Road No. 01, Block-F, Janata Co-operative Housing Society Ltd. Ring road, Adabar, Dhaka-1207, Bangladesh.	House # 23, Road # 06, Sector # 04, Uttara, Dhaka-1230.
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Phone (Res.)	:	
Mobile	: 01713147226	+8801713460607
EMail	: fbari@uddipan.org	zara@zaragroupbd.com
Relation	: Professional	Others

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