

Applied For: **Virtual Assistant, Sylhet Office (All Types)**

Last Updated : **November 20, 2017**

Md. Masud Miha

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Career Objective:

To prove myself, in a responsible and challenging position in national or multinational based organization relating to Software Department, Web Development & IT Development where success comes through hard working sincerity and devotion to duty.

Career Summary:

I have above 7 years of experience in various companies about IT related field Like software development, hardware maintenance & Networking Area. I am motivated and enthusiastic by new challenges and tasks and take excellent approach to achieve success in all projects and IT related problem. I have sound experience in ERP Software implementation and maintenance. Have expertise various quality process and techniques about Hardware, software and networking.

Special Qualification:

Programing Language: PHP, C, C++.
Scripting: JavaScript, J-query .
Development Practices: HRM & Payroll, POS, Inventory, Sales, Accounts, Attendance Systems, SMS, ERP.
Database: MySQL, MS SQL, PG SQL.
Report: JASPER, Crystal Report, Solid HTML

Employment History:

Total Year of Experience : 8.0 Year(s)

1. Sr. Executive (Software Developer)-PHP,MySQL,iReport (January 2, 2015 - Continuing)

Dolphin Software Bangladesh

Company Location : House # 92, New airport road, kakoli, Banani, Dhaka-1213

Department: Development

Duties/Responsibilities:

1. Client's requirement analysis.
2. Application ER diagram design.
3. Fully Customized Software development.
4. Graphical requirement analysis & UI design.
5. Front end programming.
6. Back-end programming.
7. Database design with MSSQL, MYSQL & POSTGREE SQL.
8. RDBMS with physical & logical relation.
9. Report Design with JASPER & Crystal Report.

10. Hardware Interface with software like, Attendance Machine, Bar code Machine & Weight Machine of any brand.
11. Systems bug finding & fixing.
12. Software Systems developing by following network systems.
13. Apps/Software required graphics design.
14. Also work all kind of IT related job.

2. **Executive (IT) (April 2, 2011 - January 1, 2015)**

BBS Cables LTD. (With All Concern)

Company Location : House # 26, Road # 3, Block # I, Banani, Dhaka

Department: Information Technology (IT)

Duties/Responsibilities:

1. Implement ERP software as per Organization's required and train up that all concern users.
2. Computer assembling, troubleshooting, maintenance, software installation, LAN, WAN setup and handle/repair of IT relevant hardware & Software.
3. Configure & Maintain WEB, MAIL, Proxy, DHCP Server, IPTABLES, and User Administrations in windows XP, Windows -7, Windows Server-2003,2008.
4. Network Implementation, Develop, Configure, maintenance, monitor the LAN + WAN performance & troubleshooting (Specially TCP/IP network web technologies WAN/LAN connectivity, routing, data/network security, firewall).
5. Configure, Maintain & update MS Windows 2003/2010 and MS Exchange 2003/2007 Server.
6. Maintain with administrator facility & update windows XP, windows 7, Win Server & Linux .
7. Configure and Troubleshooting Cisco, MikroTik Router and other various type router.
8. Hardware repair of Printer (Dot Matrix, Laser, Ink jet), Desktop and Laptop.
9. Responsible for database security, Virus detection, removal and prevention for all system problems.
10. Detect all kind IT related problem & Solve.
11. Duty to Dynamic & Static Web Page Design by HTML, PHP, My SQL For 3 Website of this Limited & Other 2 Concern.
12. Support All Sales center and Branch Office.
13. Develop & Maintenance PABX System.

3. **Jr. Exechtive (IT) (February 1, 2010 - March 31, 2011)**

Citadel Properties Ltd

Company Location : House # 27, Road # 11, Block # F, Banani,Dhaka.

Department: Information Technology (IT)

Duties/Responsibilities:

1. Assist in maintaining LAN and internet communication infrastructure for the office.
2. Identify and analyze hardware & software problems and take necessary steps for immediate solution.
3. Maintain and monitor Intranet work Servers, Web Server, Mail Server and Database Server.
4. Provide support in hardware installation & relocation, distribution of hardware resources disposal items/obsolete Hardware as per the obsolescence schedule.
5. Provide support in migration/ upgrade to new hardware & tools to keep the standard of IT equipment.
6. Take preventive care against computer viruses, increase awareness among users about viruses and assist them in taking virus protection measures.

Academic Qualification:

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration
Bachelor of	Computer Science &	Northern	Appeared	2018	4

Science (BSc)	Engineering	University Bangladesh			
Diploma in computer Engineer	Science	Rangpur polytechnic institute	CGPA:3.68 out of 4	2009	4
Dakhil	Science	Dhaper hat nayabia dhakil madrasha	CGPA:4.17 out of 5	2005	2 Year

Career and Application Information:

Looking For	: Mid Level Job
Available For	: Full Time
Expected Salary	: Tk. 20,000
Preferred Job Category	: IT/Telecommunication
Preferred District	: Anywhere in Bangladesh.
Preferred Organization Types	: Banks, University, College, Design/Printing/Publishing, Software Company, IT Enabled Service, Computer Hardware/Network Companies, NGO, Newspaper/Magazine, Engineering Firms, Electronic Equipment/Home Appliances, Chemical Industries

Specialization:

Fields of Specialization	Description
<ul style="list-style-type: none"> • Adobe Photoshop/Illustrator • Drupal • HTML/DHTML • JavaScript • Visual Basic 6.0 • PHP • MySQL • Crystal Reports • CSS • Gigabit Network Designing 	<p>1. Sound knowledge in all kind of Microsoft OS, Ubuntu, Fedora, operating System Installing, Arrange, and Rapier & Manage.</p> <p>2. Best Efficient in Dynamic & Static web Page Design By PHP, MySQL,HTML,DHTML, CSS and JAVA With JQuery.</p> <p>3. Good Knowledge in Computer assemble hardware setup and Trouble shooting.</p> <p>4. Practical Skill in local area networking with TCP& IP, LAN, Wan, Switching, Routing & Manage Networking system</p> <p>5. Better performance in Adobe Photoshop and Illustrator, Video Studio, Macro media flash for Interactive Graphics design & Able to carry on official work.</p> <p>6. Better knowledge for any kind of troubleshooting on Maximum Necessary Software.</p> <p>7. Thorough development & programming experience in. ↳ Visual Basic 6 with VB .NET. ↳ Crystal Report 9.0</p> <p>8. Sound knowledge about Payroll software, ERP Software & Data base Management Software.</p> <p>9. Practical Skill in Power supply building , Monitor, Printer & UPS repairing, CD/DVD- ROM/RAM repairing ,</p> <p>10. Develop & Program Software Modules and Report according to User/Client requirements.</p>

Language Proficiency:

Language	Reading	Writing	Speaking
Bangli	High	High	High
English	High	High	Medium

Personal Details :

Father's Name : Md. Edres Ali
 Mother's Name : Most . Maksudha Begum
 Date of Birth : January 2, 1990
 Gender : Male
 Marital Status : Married
 Nationality : Bangladeshi
 Religion : Islam
 Permanent Address : Krishnopur, Bhatgram, Shadullapur, Gaibandha, Bangladesh
 Current Location : Dhaka

Reference (s):

	<u>Reference: 01</u>	<u>Reference: 02</u>
Name	: Mrs. Ayesha Akter Eti	Md. Khalid Hassan
Organization	: BBS Cables Ltd.	Citadel Properties Ltd.
Designation	: Officer (HR & Admin)	IT Officer
Address	: BBS Cables Ltd., House # 26, Road # 3, Block # i, Banani, Dhaka-1213, Bangladesh.	Dhaka
Phone (Off.)	: 9872083-Ext: 201	
Phone (Res.)	:	
Mobile	: 01913838845	01723588986
EMail	:	
Relation	: Professional	Professional