

Last Updated : **September 29, 2017**

## **MD. ROFIKUL ISLAM CHOWDHURY**

Address: HoNo: 287/A (4th Floor), Block: C, Khilgaon, Dhaka-1219.  
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### **Career Objective:**

To obtain a responsible position in a reputed national/international organization in the field of accounts/finance, audit, management and business consultancy which develops and utilizes educational, organizational and professional skills to build up

### **Career Summary:**

- Extensive knowledge of: ERP, Microsoft Server Windows. Microsoft windows, Microsoft Office, Linux.
- Core networking: Software & Hardware.
- Security Application: Eset, Avast, Operating System Default.
- Database & Language: Oracle (6i, 9i, 10g), Apache, SQL, C++, Visual Basic.
- Web Developing: PHP, Joomla.
- Designing: Photoshop, Illustrator, page maker, MS Visio, Visual Studio.
- Device knowledge: Cisco, D-Link, Mikrotik, TP Link, Belkin, DVR & NVR

### **Special Qualification:**

MCSE, CCNA, DBA (oracle9i) in BCC

### **Employment History:**

**Total Year of Experience : 11.6 Year(s)**

#### **1. Manager (IT & MIS) ( January 1, 2017 - Continuing)**

##### **Edison Group**

Company Location : Niketan, Dhaka.

Department: Information Technology

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

Enterprise Resource Planning (ERP) implementation.

Network Infrastructure design, development planning.

Develop and maintain system plan including operational requirements, budget requirements and schedules.

Develop and implement MIS policies to ensure data accuracy and security.

#### **2. Manager (IT & MIS) ( January 1, 2015 - December 31, 2016)**

**BDCOM Online Ltd.**

Company Location : Dhanmondi, Dhaka.

Department: Administrator

**Duties/Responsibilities:**

Enterprise Resource Planning (ERP) implementation and training.

Develop and maintain broad knowledge of company's business and technology requirements and needs.

Develop and maintain system plan including operational requirements, budget requirements and schedules.

Develop and implement MIS policies to ensure data accuracy and security.

Develop and implement standardized MIS procedures across all business applications.

Develop process improvements for increased efficiency and cost effectiveness.

Plan and manage software and hardware installations.

Perform periodic maintenance and servicing of MIS system to improve operational efficiency.

Monitor MIS performance regularly to avoid unplanned outages and down times.

Provide customer support for OS issues, network problems and software installations, etc.

Conduct training on MIS activities to increase staff expertise.

Supervise and motivate MIS team to work collectively and efficiently.

Coordinate with MIS team to ensure that technology, infrastructure and operational requirements are met.

Plan and manage upgrades of hardware and software systems.

Track and monitor security of hardware and software systems.

Recommend and implement new technology solutions to improve productivity.

**3. Manger IT ( August 1, 2007 - December 31, 2014)****Tara Spinning Mills Ltd.**

Company Location : Bashundhara, Dhaka.

Department: Information Communication Technology

**Duties/Responsibilities:**

Maintenance Network

(internet & Data bandwidth distribution)

Maintenance Server.

(DNS, DHCP, Proxy, Mail, DataBase(oracle9i))

Maintenance Enterprise Solution (ERP)

(Oracle Developer 6i)

Maintenance Every kind of Information & Communications device

(CCTV, Time Attendance Device, CPU)

Problem Solving

(Any kind of Information & Communication problem. Also hardware & software)

**Academic Qualification:**

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration
MBA	Management Information System	Ahsanullah University of Science and Technology	CGPA:3 out of 4	2015	60 Credit
B. Sc	Computer Science	National University	Second Class	2004	4 years
HSC	Science	sarkari shahid suhrawardy college	Second Division	1999	2 Years
SSC	Science	motijheel model high school and college	First Division	1997	10 Years

**Training Summary:**

Training Title	Topic	Institute	Country	Location	Year	Duration
Web Design	HTML, CSS, JAVA SCRIPT, BOOTSTRAP	BASIS Institute of Technology & Management (BITM)	Bangladesh	DHAKA	2017	3 MONTH

### **Professional Qualification:**

Certification	Institute	Location	From	To
CCNA	Bangladesh Computer Council	Agargao, Dhaka	April 18, 2005	April 18, 2006
MCSE	Bangladesh Computer Council (BCC)	Agargao, Dhaka	April 18, 2005	April 18, 2006

### **Career and Application Information:**

Looking For : Top Level Job  
 Available For : Full Time  
 Present Salary : Tk. 40000  
 Expected Salary : Tk. 35,000  
 Preferred Job Category : Bank/Non-Bank Fin. Institution, IT/Telecommunication  
 Preferred District : Anywhere in Bangladesh.  
 Preferred Organization Types : Banks, Telecommunication, IT Enabled Service, ISP, Computer Hardware/Network Companies, Govt./ Semi Govt./ Autonomous body, Textile, Buying House, Electronic Equipment/Home Appliances, Group of Companies, Jute Goods/ Jute Yarn, Garments Accessories

### **Specialization:**

Fields of Specialization	Description
<ul style="list-style-type: none"> <li>Accounts</li> <li>Administration</li> <li>Business development</li> <li>Data Analysis</li> <li>Database Administrator (DBA)</li> <li>Hardware Engineer</li> <li>ICT for Development</li> <li>IT System Management</li> <li>IT/ MIS</li> <li>Oracle</li> </ul>	Running working in a leading and established ERP Solution for reputed group of industries (Tara Ltd.). Maintenance Network (internet & Data bandwidth distribution) Maintenance Server. (DNS, DHCP, Proxy, Mail, DataBase(oracle9i)) Maintenance Enterprise Solution (ERP) (Oracle Developer 6i) Maintenance Every kind of Information & Communications device (CCTV, Time Attendance Device, CPU) Problem Solving (Any kind of Information & Communication problem. Also hardware & software)

### **Language Proficiency:**

Language	Reading	Writing	Speaking
Bangla	High	High	High
Enaglish	High	High	High

### **Personal Details :**

Father"s Name : Md. Azizul Haque Chowdhury  
Mother"s Name : Momotaz Begum  
Date of Birth : November 1, 1982  
Gender : Male  
Marital Status : Married  
Nationality : Bangladeshi  
Religion : Islam  
Permanent Address : Vill: Mirzapur, P.O: Hathazari, P.S: Hathazari , District: Chottagram.  
Current Location : Dhaka

**Reference (s):**

	<b><u>Reference: 01</u></b>	<b><u>Reference: 02</u></b>
Name	: Pravanjan Biswas	Md. Abdul Moqaddem
Organization	: Petro Bangla	BTCL
Designation	: General Manager	BCS(Telecom), MBA Director (International)
Address	: 3 Kawran Bazar Rd, Dhaka 1215	Paribag, Dhaka
Phone (Off.)	: +880 2-9120224	
Phone (Res.)	:	
Mobile	: +88 01553 369111	+88 01550 151173
EMail	:	
Relation	: Family Friend	Family Friend

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