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MD. SHARIF RAHMAN SIDDIQUI

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Career Objective:

Challenging job where I will get the scope to utilize my potentiality and skill to do something innovative and from where I will be able to enhanced my knowledge.

Employment History:

Total Year of Experience : 9.1 Year(s)

1. Sr.Executive IT & MIS (May 19, 2012 - Continuing)

Needle Drop Ltd.

Company Location : Chanpara Bason Road, Joydebpur, Gazipur.

Department: IT & MIS

Duties/Responsibilities:

- # Maintenance Time & Attendance HRM software.
- # Windows, Server Installation & Configuration.
- # Trouble Shooting of Network, Hardware & Software.
- # Maintain in Switch, Router & Firewall, IP Camera, & their cabling, installation, configuration.
- # Maintain in Windows, Windows Server-8.
- # Monitor and troubleshoot the CCTV camera on daily basis and store the Backup daily/monthly.
- # Knowledge of Kaspersky/Symantec/ESET antivirus software and PC cleaning tools.
- # Experience of PC Assemble and Configuring Hardware (PC, Printer, projector, UPS, Router, Access point, Print Server, switches, Attendance machine etc.), maintaining, servicing. Good knowledge on LAN, WAN, Wireless Communication.
- # Regular Email checking & follow up
- # Network maintenance and support. Establish and maintain LAN and Wireless networks.
- # Experience in Setup & Maintenance, Servicing/Repairing/Trouble Shooting (Different types of Printer (Dot, Laser), PC, Monitor, UPS.
- # E-mail (Outlook Express, Microsoft Office Outlook) Trouble Shooting.
- # Monitoring and giving training to the new IT support staffs.
- # Experience in the following business area(s):
Buying House (Garments), Garments (Woven/Apparel/Knitting), Textile (Spinning, Weaving, Knitting, Dyeing/Finishing).

2. Executive IT & MIS (October 15, 2009 - May 15, 2012)

Ahsan Group Of Companies

Company Location : Karwan Bazar, Dhaka

Department: IT & MIS

Duties/Responsibilities:

- 1.Maintenance Time & Attendance HRM software.
- 2.Windows, Server Installation & Configuration.
3. Trouble Shooting of Network, Hardware & Software.
- 4.Maintain in Switch, Router & Firewall, IP Camera,& their cabling, installation, configuration.
- 5.Maintain in Windows, Windows Server-8.
- 6.Network maintenance and support. Establish and maintain LAN and Wireless networks.
- 7.Experience in Setup & Maintenance, Servicing/Repairing/Trouble Shooting (Different types of Printer (Dot, Laser), PC, UPS.
- 8.E-mail (Outlook Express, Microsoft Office Outlook) Trouble Shooting.

Academic Qualification:

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration	Achievement
Bachelor of Science in Computer Science & Engineering.	Computer Science & Engineering	Atish Dipankar University of Science and Technology	CGPA:3.69 out of 4	2016	4 Year`s	Academic Scholarship
Diploma In Computer Science	Computer	Pabna Polytechnic Institute	CGPA:3.38 out of 4	2009	4 Years	Academic Scholarship
SSC	Science	S M High School & College	CGPA:3.06 out of 5	2004	10 Years	Academic Scholarship

Training Summary:

Training Title	Topic	Institute	Country	Location	Year	Duration
Traning on Graphics Design		TakePlus Institute	Bangladesh	Pabna Sadar, Pabna	2009	6 Month
Training on Computer Hardware Maintaince and Troubleshooting,	IT	Grameen Star Education	Grameen Bank Complex, Mirpur-2,Dhaka,Bangladesh.	Pabna Sadar, Pabna	2009	6 Month
Auto Cad		TakePlus Institute	Bangladesh	Pabna Sadar, Pabna	2008	3 Month

Career and Application Information:

Looking For : Entry Level Job
Available For : Full Time
Present Salary : Tk. 32000
Expected Salary : Tk. 27,000
Preferred Job Category : IT/Telecommunication, Customer Support/Call Centre
Preferred District : Anywhere in Bangladesh.
Norway, Saudi Arabia, Sweden, United States, Russia,
Preferred Country : Singapore, South Korea, Spain, Switzerland, United Arab Emirates
Preferred Organization : Banks, IT Enabled Service, Computer Hardware/Network Companies, Govt./ Semi Govt./ Autonomous body, Engineering Firms, Immigration & Education Consultancy Service, Group of Companies, Call Center

Specialization:

Fields of Specialization
<ul style="list-style-type: none">• AutoCad• Windows XP/ 2000/ ME/ 98• Windows 2000/ 2003 Server(s)

Language Proficiency:

Language	Reading	Writing	Speaking
bangla	High	High	High
English	High	High	Medium
Hindi	Medium	Low	High

Personal Details :

Father"s Name : Md. Fazlur Rahman Siddique
 Mother"s Name : Mst. Shirina Siddique
 Date of Birth : September 2, 1988
 Gender : Male
 Marital Status : Unmarried
 Nationality : Bangladeshi
 Religion : Islam
 Permanent Address : East Moshuriya Para, Ishurdi, Pabna
 Current Location : Dhaka

Reference (s):

	<u>Reference: 01</u>	<u>Reference: 02</u>
Name	: Md.Tanvir Ahsan	Md. Abdullah Al Masud
Organization	: Ahsan Group	Pabna Polytechnic Institute
Designation	: Director Production concord Tower,5th Floor,113	Head Department of CSE
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Relation	: Professional	Academic
