

Last Updated : **May 31, 2018**

MD. ZIAUL HOQUE

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Career Objective:

I am quite capable to provide me the scope for career development through careful evaluation of my competence in an organization.

Special Qualification:

- Work well under pressure as part of a team
- Responsible, efficient, and flexible
- Ability to work in a fast-paced, intense environment smoothly
- Ability to elicit confidence and build rapport
- Committed to providing total quality work

Employment History:

Total Year of Experience : 3.2 Year(s)

1. Sr. Executive (IT In-charge) (January 25, 2017 - Continuing)

MZM Textiles Ltd.

Company Location : Plot#80-81, Sector#7, CEPZ, Chittagong- 4204, Bangladesh.

Department: IT

Duties/Responsibilities:

Troubleshooting hardware, software & Network problems. (75 PC)
Installing and configuring the peripherals, components and drivers,
Installation, configuration and supporting Windows infrastructure.
Installing software and application to user standards
Designing IP addressing scheme using subnets.
Providing remote supports
Assembling and Disassembling the computer, Cabling.
Configure & Maintain Mikrotik Router Network printer Install & troubleshooting,
Printer & Scanner Sharing,
Designing, planning and implementation of data connectivity for Local Area Network (LAN)/Wide Area Network (WAN),
CCTV Control & Maintenance.
PBAX Control & Maintenance.
Database server Maintenance.
Mail Server maintains.
Achievements:
Administrative skill required for maximized official responsibility.
Prioritizing and managing many open cases at one time.
Testing and evaluating new technology.
Industrial Requirements and official procedures etc.

2. Executive IT (May 1, 2016 - January 24, 2017)

Shovan Technologies

Company Location : 2no Gate, CDA Avenue, Chittagong.

Department: IT

Duties/Responsibilities:

- Troubleshooting hardware, software & Network problems.
- Installing and configuring the peripherals, components and drivers,
- Installation, configuration and supporting Windows infrastructure.
- Installing software and application to user standards
- Designing IP addressing scheme using subnets.
- Assembling and Disassembling the computer, Cabling.
- Printer & Scanner Sharing,
- Designing, planning and implementation of data connectivity for Local Area Network (LAN)/Wide Area Network (WAN),
- CCTV Control & Maintenance.
- Web site development (Wordpress)
- Mail server maintain.

3. Jr. Executive IT (July 8, 2015 - April 30, 2016)**Naturub Accessories Bangladesh(Pvt) Ltd.**

Company Location : KEPZ, Chittagong

Department: IT

Duties/Responsibilities:

- Troubleshooting hardware, software & Network problems. (60 PC)
- Installing and configuring the peripherals, components and drivers,
- Installation, configuration and supporting Windows infrastructure.
- Installing software and application to user standards
- Designing IP addressing scheme using subnets.
- Providing remote supports
- Assembling and Disassembling the computer, Cabling.
- Configure & Maintain Mikrotik Router
- Maintain Windows Server 2008 R2.(ADDS, DNS, DHCP)
- Backup & Restore File Server,
- Backup & Restore Database Server
- MAP Drive user,
- Network printer Install & troubleshooting
- FTP and File Sharing,
- Printer & Scanner Sharing,
- Designing, planning and implementation of data connectivity for Local Area Network (LAN)/Wide Area Network (WAN),
- CCTV Control & Maintenance.
- PBAX Control & Maintenance.

Academic Qualification:

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration
MBS	Accounting	National University	First Class	2011	1
B.B.S (Honours)	Accounting	National University	First Class	2010	4
HSC	BUSINESS STUDIES	Chittagong Metropolitan Commerce College	CGPA:3.8 out of 5	2005	2
SSC	BUSINESS STUDIES	Kalokakoli High School	CGPA:3.13 out of 5	2003	2

Training Summary:

Training Title	Topic	Institute	Country	Location	Year	Duration
Diploma in Networking Technologies	Hardware Fundamentals,Data Communication Systems,Administering and Configuring MS Windows 7,(Installing and Configuring,Administering and Managing,Configuring Advanced Services)-on Windows Server 2012,Configuring Windows Server08 Applications Infrastructure,Red Hat Enterprise System Administration	IDB-BISEW	Bangladesh	IDB Bhaban,Sher-e-Bangla Nagar,Dhaka	2014	1
Post Graduate in Computer Science & Programming	MS Office, Adobe Photoshop, Adobe Illustrator & Hardware.	NYTA	Bangladesh	Chittagong	2005	1 year

Professional Qualification:

Certification	Institute	Location	From	To
Microsoft Certified Solutions Associate(MCSA)	IBD-BISEW	IDB Bhaban,E/8-A, Begum Rokeya Sarani, Dhaka 1207	February 15, 2014	June 9, 2015
Microsoft Certified Professionals (MCP)	IBD-BISEW	IDB Bhaban,E/8-A, Begum Rokeya Sarani, Dhaka 1207	February 15, 2014	June 9, 2015
Database Programming	Bangladesh Technical Board	Chittagong	September 15, 2005	September 6, 2006

Career and Application Information:

Looking For : Mid Level Job
 Available For : Full Time
 Present Salary : Tk. 33000
 Expected Salary : Tk. 40,000
 Preferred Job Category : Bank/Non-Bank Fin. Institution, IT/Telecommunication
 Preferred District : Anywhere in Bangladesh.
 Preferred Country : Japan, New Zealand, Saudi Arabia, United Kingdom,
 Australia, Canada, Egypt, Oman, Singapore, South Korea
 Preferred Organization : Banks, Insurance, Leasing, Telecommunication, IT Enabled
 Types Service, ISP, Computer Hardware/Network Companies,
 Shipping, Logistic/Courier/Air Express Companies, Audit
 Firms /Tax Consultant, Airline, Mobile Accessories

Specialization:

Fields of Specialization	Description
<ul style="list-style-type: none"> • LAN/ WAN • Linux • MS Access • MS Word/ Excel/ PowerPoint/ OneNote • Windows 2000/ 2003 Server(s) • Windows Administration • Windows XP/ 2000/ ME/ 98 • Wireless 	<ul style="list-style-type: none"> -Troubleshooting hardware and software problems. -Installing and configuring the peripherals, components and drivers -Installing software and application to user standards -Troubleshooting of personal computers & On line Support to customers. -Microsoft Office Package (Word-processing, Spreadsheet, Database, Presentation & Ms Outlook) -Basic Graphics Designing (Adobe Photoshop, Adobe Illustrator) -Operating OS(WIN 98, Win XP, Win 7, Win 8/8.1, Win 10, Windows Server 2008 & 2012) -Hardware Troubleshooting, Installing and configuring the peripherals, components and drivers -Installing software and application to user standards -Troubleshooting of personal computers & On line Support to customers. -Sound knowledge of Network management. -Assembling and Disassembling the computer, Cabling. -Installing and Configuring windows Server 2008/2012 Active Directory Services -Managing and Administrating all user domain and accounts. -Networking, LAN & WAN trouble shooting. Network Auditing, Knowledge of configure and maintenance. -DHCP (Dynamic host configuration protocol), DNS (Domain Name Service), WDS -Backup Server for data, -MAP Drive user, -FTP and File Sharing, -Designing IP addressing scheme using subnets. -Printer & Scanner Sharing, -Designing, planning and implementation of data connectivity for Local Area Network (LAN)/Wide Area Network (WAN), -Wordpress Development -Mail Server maintenance -CCTV Control & Maintenance. -PABX Control & Maintenance. -Payroll Maintenance.

Language Proficiency:

Language	Reading	Writing	Speaking
Bangali	High	High	High
English	High	High	Medium

Personal Details :

Father"s Name : Md. Jahangir Alam
 Mother"s Name : Ferdous Ara Begum
 Date of Birth : April 1, 1988
 Gender : Male
 Marital Status : Unmarried
 Nationality : Bangladeshi
 Religion : Islam
 Permanent Address : C/O : Md. Jahangir Alam, Vill : Chandpur, P.O. : Najarpur, P.S. : Senbag, Dist. : Noakhali.
 Current Location : Chattogram

Reference (s):

	<u>Reference: 01</u>	<u>Reference: 02</u>
Name	: Md. Dedarul Alam.	Abdul Quader
Organization	: TNT Express.	Show & Tell Consulting ltd.
Designation	: Senior Executive (F&A) 1070 Progati House (Ground	Consultant
Address	: Floor), SK Mujib Road, Agarabad C/A, Chittagong.	House 2/5A (3rd Fl), Road 5, Block A Lalmatia Housing Estate, Lalmatia
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Relation	: Others	Others
