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Career Objective:

- Strategic development.
- Reduce operational costs, increase efficiency and productivity of the organization.
- CAPEX/OPEX management.
- Lead the change management.
- Eager to make a difference in a challenging environment.

Career Summary:

More than 16 years of experience where over 11 years in senior level with the extensive knowledge of client relationship management and strategic business planning with short and long-term relationship.

Ate present I am working as Head of IT at Ispahani Islamia Eye Institute and Hospital. My previous career was: Manager IT at Grameen Telecom Trust Consultant & Information System Manager, IDB-BISEW IT Scholarship Project at Show & Tell Consulting Ltd IT Support at Maks Trading

Special Qualification:

Cisco Certified Network Associate (CCNA)

Microsoft Certified Professional Developer (MCPD)

Microsoft Certified Technology Specialist (MCTS)

Microsoft Certified Solution Developer (MCSD)

Microsoft Certified Professional (MCP)

Employment History:

Total Year of Experience : 17.8 Year(s)

1. Administrative Leadership Team Personnel, The Aga Khan School Dhaka (January 3, 2016 - Continuing)

Aga Khan Education Service, Bangladesh

Company Location : Uttara, Dhaka, Bangladesh

Department: Management

Duties/Responsibilities:

Senior executive leading ICT strategy and initiatives critical to achieving corporate dissemination, delivery and fulfillment goals. Planned/executed business and operations strategy as a member of pre-opening team reporting to Head of Education and Board. Analyzing, designing and structuring ICT facilities in the organization, and key applications to strengthen quality of service (QoS), timely delivery, and staff capabilities while improving reliability and reducing costs.

Key Results:

Oversee all aspects of information and communication systems, administration and HR maintaining close coordination with Head of Education.

Active member of school Administrative Leadership Team (ALT).

Leading the IT team for introducing and implementing new innovative solutions.

Restructuring the infrastructure as well as the plans to ensure project prioritization based on qualified, fact-based business cases through a portfolio approach to project selection and management.

Cut operational and infrastructural costs while increasing reliability by redesigning and in house implementation.

Active participant for strategy development, implementation and change management.

Reanalyzed and redesigned corporate which improved network traffic, eliminated unnecessary routing and equipment and reduced costs by 33%.

Designed, developed and introduced own email server, in-house developed website and own web server in organization premises.

Introducing reliable data backup and disaster recovery unit.

Handle all recruiting and hiring of upper and midlevel Information Systems managers, systems engineers and developers.

Manage all departmental information technology projects and work with Project Managers on goal attainment.

Define development standards and methodologies, develop technical design for large and complicated projects, and develop implementation plan and documentation to be followed by development staff.

Research, negotiate and prepare IT consulting contracts for third party applications.

Providing innovative vision, strategy, and leadership in all areas of technology use, planning, development, and support.

Lead business process mapping to identify the business drivers for the selection of technology solutions innovations, integration and standardization in structures and processes.

Leading and providing effective strategic decision, crisis management, research, and advocacy.

Rebuilding the AKSD's aging infrastructure to support the advanced applications required in a modern organization.

2. Head of Department (September 1, 2015 - December 31, 2015)**Bangladesh Specialized Hospital Ltd. (BSHL)**

Company Location : Shyamoli, Dhaka, Bangladesh

Department: Information Technology

Duties/Responsibilities:

Senior executive leading ICT strategy and initiatives critical to achieving corporate dissemination, delivery and fulfillment goals. Planned/executed business and operations strategy as a member of pre-opening team reporting to Managing Director. Analyzing, designing and structuring ICT facilities in the organization, and key applications to strengthen quality of service (QoS), timely delivery, and staff capabilities while improving reliability and reducing costs.

Key Results:

Oversee all aspects of corporate information and communication systems, administration and HR maintaining close coordination with CEO.

Leading the team for introducing and implementing ICT.

Restructuring the infrastructure as well as the plans to ensure project prioritization based on qualified, fact-based business cases through a portfolio approach to project selection and management.

Cut operational costs 50% and infrastructural costs 55% while increasing reliability by redesigning and in house implementation.

Active participant for strategy development, implementation and change management.

Targeted to slashed manual processes 50% with resultant reductions in overhead costs which improved overall employee activities performances by 30%.

Reanalyzed and redesigned corporate which improved network traffic, eliminated unnecessary routing and equipment and reduced costs by 33%.

Designed, developed and introduced own email server, in-house developed website and own web server in organization premises.

Introduced Call Center Solution, IP Telephony services and digital library in the hospital.

Introducing private cloud computing and N-Computing.

Introducing reliable data backup and disaster recovery unit.

Handle all recruiting and hiring of upper and midlevel Information Systems managers, systems engineers and developers.

Manage all departmental information technology projects and work with Project Managers on goal attainment.

Define development standards and methodologies, develop technical design for large and complicated projects, and develop implementation plan and documentation to be followed by development staff.

Research, negotiate and prepare IT consulting contracts for third party applications.

Providing innovative vision, strategy, and leadership in all areas of technology use, planning, development, and support.

Lead business process mapping to identify the business drivers for the selection of technology solutions innovations, integration and standardization in structures and processes.

Leading and providing effective strategic decision, crisis management, research, and advocacy.

Rebuilding the hospital's aging infrastructure to support the advanced applications required in a modern hospital.

3. Head of ICT (June 10, 2013 - August 31, 2015)

Ispahani Islamia Eye Institute and Hospital

Company Location : Dhaka, Bangladesh

Department: ICT

Duties/Responsibilities:**Roles:**

1. Acting as the **Chief Technology Officer (CTO)** for the organization to spearhead the development, communication and implementation of effective growth strategies and processes.
2. Work closely with the BoDs & other top executives to develop and accomplish goals and strategic plans established by board members and executives.
3. Collaborate with the management team to develop and implement plans for the operational infrastructure of systems, processes, and personnel designed to accommodate the rapid growth objectives of the company.
4. Responsible for the measurement and effectiveness of all processes internal and external.
5. Responsible for capital management, planning and expenditures.
6. Gather and analyze customer trends to assist in developing corporate strategy.
7. Represent the Company at various community activities; Meet and network regularly with business leaders in the community.
8. Strive for managerial and operational excellence through total quality management and continuous improvement initiatives for overall business success.
9. Analyze, identify, design and recommend strategies, policies, standards and plans for providing international standard ICT.
10. Endowing with effective and reliable ICT systems and its administration with support services across the organization to meet the evolving needs of the Organization.
11. Analyzing and addressing complex business issues to develop and maintain the relevant processes.
12. Designing, implementing and administering large scale network operations, communications and security.
13. Design, implement and administering reliable disaster recovery center, storage and back-up infrastructure and services.
14. CCTV surveillance system & attendance system monitoring & troubleshooting.
15. Provisioning of administrative support for servers (web, database, LAN, WAN, email, Exchange, active directory, PROXY, DHCP, FTP, etc.).
16. Acting as the spokesperson, delivering workshops, presentations and engaging with aliases to assist in the creation of long-term relationships.
17. Defining and developing the program and project management infrastructure.
18. Conducting technology orientation and exit briefing for all staffs.
19. To act as a project manager for various projects.
20. Participating in budgeting and capital equipment processes and quality improvement activities.
21. Manage IP Telephony, Integration with PBX, and Video conferencing with asterisk server among and out of the network.
22. Assessing and reporting operational status; and deal with troublesome.
23. Evaluate and advise on the impact of long range planning, introduction of new programs/strategies and regulatory action.
24. Monitoring network traffic and take appropriate measures.

Achievements:

1. Reduced ICT operational costs by 60%, ICT infrastructural costs by 70%.
2. Improved overall employee activities performances by 30%.
3. Increased overall income 35% by implementing new systems and technologies.
4. Successfully leading and providing effective strategic decision & crisis management, research, and advocacy.
5. Rebuilding the hospital's aging infrastructure to support the advanced applications required in a modern hospital.
6. Introducing ICT Policy for our hospital.
7. Introducing own email server for our hospital.
8. Introducing web-based Hospital Management System covering clinical documentation, order management, pharmacy, patient access, patient accounting, scheduling, materials management which can be used through any computing devices (PC, Laptop, Tabs, Phones, iPads, etc.).
9. Introducing private cloud computing in our hospital.
10. Introducing N-Computing in our hospital.
11. Introducing web-based HR Management System with payroll and Biometric Attendance System for our hospital.
12. Introducing Electronic Record Management System for our hospital.
13. Introducing Kiosk for our hospital.
14. Distributing computing facilities to our hospital with 50% cost savings.
15. Introducing auto-report generation and emailing system for our hospital.
16. Introducing portals for employees and patients.
17. Successfully designing, implementing & administering LAN/WAN, web server, email server, FTP, DHCP, Active Directory, File Server, Router, Wi-Fi, etc.
18. Introducing reliable data backup and disaster recovery unit.
19. Introducing PACS.
20. Introducing video conferencing system
21. Introducing Data Center Startup, Development & Management
22. Introducing Call Queuing System.
23. Introducing IP telephony.
24. Successfully analyzed, designed, developed and implemented numerous required software which are both web-based and desktop-based.

4. **Manager, ICT (November 1, 2012 - May 31, 2013)**

Grameen Telecom Trust

Company Location : Dhaka

Department: IT/ICT

Duties/Responsibilities:

Roles:

1. Leading as the Head of the IT department in Grameen Telecom Trust.
2. Analyze, identify, design and recommend strategies, policies, standards and plans for providing international standard ICT support to the organization by maintaining alignment with the objectives of the Organization.
3. Endowing with effective and reliable ICT systems and its administration with support services across the organization to meet the evolving needs of the Organization.
4. Providing effective support and maintenances for various types of operating system enabled PCs and notebooks.
5. Designing, implementing and administrating WAN and LAN networks, communications and security systems by managing network operations, troubleshooting connectivity problems, installing and maintaining routers, access points, hubs, switches.
6. Design, implement and administering reliable disaster recovery center, storage and back-up infrastructure and services.
7. Setup and administrating own web server, own email server, own database server, own FTP server, etc.
8. Provisioning of administrative support for servers (web, database, LAN, WAN, email, Exchange, active directory, PROXY, DHCP, FTP, etc.).
9. Analyze, design, develop and extend required software for the organization.
10. Acting as the spokesperson, delivering workshops, presentations and engaging with aliases to assist in the creation of long-term relationships.
11. Providing the best effective helpdesk support, including user support for standard applications and business tools, printers and copiers.
12. Providing support for telephones, mobile phones, IP phones and video conference systems.
13. Conducting technology orientation and exit briefing for all staff of all departments.
14. Provide routine coverage of IT Helpdesk to resolve advance level of problems and follow-up and manage the helpdesk activities.
15. Lead, guide and motivate all IT staff (system analyst, network administrator, software engineer, hardware engineer, IT officers, etc) to work as an effective and integrated team committed to providing a reliable and responsive service to users.
16. Developing and managing ICT budget and investment planning with due regard to budget and operational constraints.
17. Keep abreast of new ICT development and assess their suitability, and continuously identify the opportunities for improvement and make balanced proposals for changes.
18. Responsible for coordinating and developing financial, managerial, and human resources reporting requirements for various projects.
19. Ensure that users are kept informed about problems, new equipment and services.
20. Assessing and reporting operational status; and deal with troubleshooting of workstations, networks, software applications.
21. Structure network cabling and installation, maintenance of Fiber, Radio equipment and Internet backbone, routers and firewall.
22. Monitoring network traffic and take appropriate measures.

Achievements:

1. Developed ICT manuals and policies for Grameen Telecom Trust.
2. Installed and configured own web server, email server, database server, FTP, Print server and File Sharing server for Grameen Telecom Trust.
3. Updated the servers and network infrastructures, routers, wireless access points, switches, Antivirus server, etc.
4. Successfully measuring and improving the overall subsidiary business performance (people, revenue, and profitability) including the short-term and long-term performances.
5. Successfully acting as the spokesperson, delivering workshops, presentations and engaging with aliases to assist in the creation of long-term relationships.
6. Successfully leading for accomplishing the organization's goals by implementing computer-based systems for improved performance.
7. Successfully interviewing and recruiting human.
8. Designed, developed and maintaining numerous new computer applications, and database management systems.

5. **Project Consultant & Information System Manager, IDB-BISEW IT Scholarship Project (December 1, 2007 - October 31, 2012)**

Show & Tell Consulting Ltd.

Company Location : Dhaka, Bangladesh.

Department: IT

Duties/Responsibilities:**Roles:**

As Information System Manager, acted as System Administrator, Web Administrator and Database Administrator of www.idb-bisew.org and www.idb-bisew.com, my key functions include:

1. Implementation of database and web management strategies, and introduction/implementation of new technologies at database, web and intranet;
2. Provision of database and web management services (IDB-BISEW database servers, Web Sites and Applications);
3. Provision of administrative support for servers (database, LAN, WAN, email, Exchange, active directory, PROXY, DHCP, FTP, etc.);
4. Facilitation of knowledge building and knowledge sharing.

In addition, as Project Consultant, I am the head of the two units, Enterprise Systems Analysis & Design using C Sharp and ESAD using VB, of IDB-BISEW IT Scholarship Project where key functions include:

1. Policy developments of IDB-BISEW projects;
2. Training, Learning and courseware development;
3. Provide technical advice and assistance to the project units;
4. Monitoring and evaluating the different IT Project activities as well as the scholars;
5. Provide strategic advice and develop capacities of institutions in monitoring and evaluating progress of scholarship development indicators.
6. Analysis & Design the IDB-BISEW IT Scholarship Project life cycle which includes course curriculum and assessment of the IDB-BISEW IT Scholars;

As a part of the job Several course materials (books) have been published for the IDB-BISEW IT Scholarship Project in both paper and electronic format. My developments include: Web sites & web applications: Official Web Site of IDB-BISEW(www.idb-bisew.org); TSP Enlistment (idb-bisew.com/enlist); Trainee Portal (idb-bisew.com/traineeportal/); Online Quiz System (idb-bisew.com/onlinequizsystem/trainees/); careerHub & IDB-BISEW Placement Cell (idb-bisew.com/careerhub/); TSP Monitoring System (idb-bisew.com/tms); eXpiery Alert System (idb-bisew.com/xas); Control Panel of IT Scholarship Project (idb-bisew.com/idbcp09); Trainee Information System (idb-bisew.com/tis09); Desktop based applications: Trainee ID Card System;

Achievements:

1. My positive performance aided me to be the administrator of two domains, www.idb-bisew.org & www.idb-bisew.com, of IDB-BISEW.
 2. Successfully measuring and improving the overall subsidiary business performance (people, revenue, and profitability) including the short-term and long-term performances.
 3. Successfully acting as the spokesperson, delivering workshops, presentations and engaging with aliases to assist in the creation of long-term relationships.
 4. Successfully leading numerous units for accomplishing the project goals of IDB-BISEW.
 5. Successfully leading numerous units for using and implementing numerous computer-based systems to improve overall performances.
 6. Successfully leading and guiding IDB-BISEW and its aliases for accomplishing the project goals.
 7. Successfully interviewing selecting candidates for scholarship.
 8. Successfully leading virtual teams for accomplishing the IDB-BISEW's mission and vision.
 9. I have successful records of working as HR person.
 10. Successfully leading and managing more than 800 trainees per year from non-IT background for building their career as an IT Professional.
 11. I have designed and developed numerous new computer applications.
 12. I have designed, developed and maintained database management systems (Oracle, MS SQL Server, MySQL, MS Access) for IDB-BISEW.
 13. I have redesigned the course curriculum and policies for IDB-BISEW IT Scholarship Programme.
 14. I am gaining more experience on senior level position utilizing both the managerial and technical arena.
6. **Consultant & Sr. Developer, IDB-BISEW IT Scholarship Project (December 1, 2006 - November 30, 2007)**

Show & Tell Consulting Ltd.

Company Location : Dhaka, Bangladesh.

Department: IT

Duties/Responsibilities:**Roles:**

As Sr. Developer, my key functions include:

1. Design, Implement and management of database servers and web servers;
2. Administration of IDB-BISEW database servers, Web Sites and Applications servers;
3. Support for DBMS, LAN, WAN, email, Exchange, active directory, PROXY, DHCP, FTP, etc.;
4. Facilitation of knowledge building and knowledge sharing.

In addition, as Consultant, I was the head of the two units, Enterprise Systems Analysis & Design using C Sharp and ESAD using VB, of IDB-BISEW IT Scholarship Project where key functions include:

1. Policy developments of IDB-BISEW projects;
2. Training, Learning and courseware development;
3. Provide technical advice and assistance to the project units;
4. Monitoring and evaluating the different IT Project activities as well as the scholars;
5. Provide strategic advice and develop capacities of institutions in monitoring and evaluating progress of scholarship development indicators.
6. Analysis & Design the IDB-BISEW IT Scholarship Project life cycle which includes course curriculum and assessment of the IDB-BISEW IT Scholars;

As a part of the job Several course materials (books) have been published for the IDB-BISEW IT Scholarship Project in both paper and electronic format. My developments include: Web sites & web applications: Official Web Site of IDB-BISEW(www.idb-bisew.org); TSP Enlistment (idb-bisew.com/enlist); Trainee Portal (idb-bisew.com/traineeportal/); Online Quiz System (idb-bisew.com/onlinequizsystem/trainees/); careerHub idb-bisew.com/careerhub/); IDB-BISEW Placement Cell (idb-bisew.com/careerhub/); TSP Monitoring System (idb-bisew.com/tms); eXpiery Alert System (idb-bisew.com/xas); Control Panel of IT Scholarship Project (idb-bisew.com/idbcp09); Trainee Information System (idb-bisew.com/tis09);

Desktop based applications: Trainee ID Card System; several MS Office extensions/add-ons;

Achievements:

1. My positive performance promoted myself as Project Consultant & Information System Manager.
 2. Successfully leading numerous units for accomplishing the project goals of IDB-BISEW.
 3. Successfully leading numerous units for using and implementing numerous computer-based systems to improve overall performances.
 4. Successfully leading and guiding IDB-BISEW and its aliases for accomplishing the project goals.
 5. I have designed and developed numerous computer applications for IDB-BISEW.
 6. I have designed, developed and maintained database management systems (Oracle, MS SQL Server, MySQL, MS Access) for IDB-BISEW.
 7. I have redesigned the course curriculum of IDB-BISEW IT Scholarship Programme.
 8. I have introduced numerous new computer-based applications for IDB-BISEW.
7. **Consultant & Developer, IDB-BISEW IT Scholarship Project (September 1, 2005 - November 30, 2006)**

Show & Tell Consulting Ltd.

Company Location : Dhaka, Bangladesh.

Department: IT

Duties/Responsibilities:**Roles:**

As a developer my roles included web development, database (Oracle & MS Access) development, Network & email administration; I have developed several Desktop based applications: Trainee ID Card System, and several MS Office extensions/add-ons. I was engaged to develop www.idb-bisew.org, and Web applications behind the website; As a Consultant, I was acting as the head of the two courses, Enterprise Systems Analysis & Design with C#, and Enterprise Systems Analysis & Design with VB .NET, of IDB-BISEW IT Scholarship project. My responsibilities included, creating and/or updating the course curriculum of the IDB-BISEW IT Scholarship Project; to supervise the IDB-BISEW IT Scholarship Project life cycle; Keeping track of the over-all project implementations; Around 35+ training service providers had to be managed;

Achievements:

1. My positive performance promoted myself as Consultant and Senior Developer.
 2. Successfully leading numerous units for accomplishing the project goals of IDB-BISEW.
 3. Successfully leading numerous units for using and implementing numerous computer-based systems to improve overall performances.
 4. Successfully leading and guiding IDB-BISEW and its aliases for accomplishing the project goals.
 5. Successfully leading numerous units for accomplishing the project goals of IDB-BISEW.
 6. Successfully leading numerous units for using and implementing numerous computer-based systems to improve overall performances.
 7. Successfully leading and guiding IDB-BISEW and its aliases for accomplishing the project goals.
 8. I have designed and developed numerous computer applications for IDB-BISEW.
 9. I have designed, developed and maintained database management systems (Oracle, MS SQL Server, MySQL, MS Access) for IDB-BISEW.
8. **Associate Consultant, IDB-BISEW IT Scholarship Project (July 1, 2004 - August 31, 2005)**

Show & Tell Consulting Ltd.

Company Location : Dhaka, Bangladesh.

Department: IT

Duties/Responsibilities:**Roles:**

As an Associate Consultant, my responsibilities included:

1. to serve the local network & email server and oracle database server.
2. Hardware & Software installation, troubleshooting and maintenances.
3. Creating and/or updating the course curriculum of the IDB-BISEW IT Scholarship Project.
4. To supervise the IDB-BISEW IT Scholarship Project life cycle and keeping track of the over-all project implementations.

Achievements:

1. After one year of my positive performance I was promoted as Consultant and Developer.
 2. I have developed the website of IDB-BISEW (www.idb-bisew.org).
 3. I have successfully administered and maintained office network, email server and oracle database server.
 4. I have introduced two new training courses, Enterprise Systems Analysis & Design with C# and Enterprise Systems Analysis & Design with VB .NET, for IDB-BISEW IT Scholarship project.
9. **IT Support (April 1, 2000 - August 31, 2003)**

Maks Trading International

Company Location : Lalmatia, Dhaka

Department: IT

Duties/Responsibilities:**Roles:**

1. Provision of administrative support for database, Hardware and Network management & troubleshooting of email server, active directory, PROXY, DHCP, File Server, etc.;
2. Facilitation of knowledge building and knowledge sharing;

Achievements:

1. I have successfully administered and maintained local network, email server.
2. Effectively supported for hardware and software troubleshooting.

Academic Qualification:

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration	Achievement
B. Sc. Honors in Computer Science	Computer Science	National University	First Class, Marks :63%	2002	4 years	Secured First Class.
HSC	Science	B.A.F. Shaheen College, Tejgaon, Dhaka	First Division, Marks :67.2%	1997	2 Years	Secured First Division
SSC	Science	Dhanmondi Govt. Boys High School, Dhaka	First Division, Marks :81.2%	1995	10 Years	Secured First Division

Training Summary:

Training Title	Topic	Institute	Country	Location	Year	Duration
Networking Technologies - Design, Implement & Administer	Windows Server and RedHat Server based Mail Server, DHCP, FTP, TCP/IP, Proxy, etc.	Institute of Science, Trade & Technology (ISTT)	Bangladesh	Dhaka	2000	1 year
Developing Desktop and Distributed applications using Visual Studio 6	Visual Studio 6, VB6, Activex, MSSQL Server	Institute of Science, Trade & Technology (ISTT)	Bangladesh	Dhaka	1999	1 year
Database Design and Development using Oracle.	Oracle and PL SQL	Institute of Science, Trade & Technology (ISTT)	Bangladesh	Dhaka	1998	1 year

Professional Qualification:

Certification	Institute	Location	From	To
Microsoft Certified Professional Developer .NET Framework 2.0: Web Developer	Microsoft Corporation	Dhaka	October 22, 2009	October 22, 2009
Microsoft Certified Technology Specialist .Net Framework 2.0: Web Applications	Microsoft Corporation	Dhaka	October 22, 2009	October 22, 2009
Microsoft Certified Application Developer (MCAD) .NET	Microsoft Corporation	Dhaka	August 25, 2005	August 25, 2005
Microsoft Certified Solution Developer (MCS D) Microsoft Visual Studio 6.0	Microsoft Corporation	Dhaka	August 21, 2003	August 21, 2003
Microsoft Certified Professional (MCP) Microsoft Visual Studio 6.0	Microsoft Corporation	Dhaka	April 28, 2003	April 28, 2003

Career and Application Information:

Looking For : Top Level Job
 Available For : Full Time
 Expected Salary : Tk. 1,20,000
 Preferred Job Category : Education/Training, IT/Telecommunication, NGO/Development
 Preferred District : Anywhere in Bangladesh.
 Preferred Country : Germany, Ireland, Malaysia, Qatar, Saudi Arabia, United Kingdom, United States, Canada, Kuwait, United Arab Emirates
 Preferred Organization Types : Telecommunication, University, Software Company, IT Enabled Service, ISP, Multinational Companies, Embassies/Foreign Consulate, Engineering Firms, Hospital, Tea Garden, Immigration & Education Consultancy Service

Specialization:

Fields of Specialization	Description
<ul style="list-style-type: none"> • Job Analysis & Manpower Planning • Recruitment • Training • Performance Appraisal • HRIS • Administration • Human Resources • Training & Development • ICT for Development • Health 	<p>Program Management Leading strategic and operational planning, development, implementation, evaluation, and dealing emergency related activities.</p>
	<p>Strategic Policy and Decision Making Leading and providing effective strategic decision making, crisis management, research, and advocacy, SWOT Analysis, 6Ws, Risk Analysis.</p>
	<p>HR Management Developing HR strategies, policies and procedures, Recruiting, staff development, HRMS control, performance management, coach and mentoring.</p>
	<p>Financial Management Cost-Benefit Analysis, budget management & reporting, Reducing OPEX, Estimation of CAPEX.</p>
	<p>Information/Knowledge Management SOP and best practices development & haring, Formulating need based training, training methodology, developing module and facilitating training, Explicit, Implicit and Tacit Knowledge.</p>
	<p>People Relationship and External Relationships Cross cultural communication, strong representation and negotiation skills, Effective Work Relationships, institutional partnerships, stakeholder collaboration, Strong managing and negotiation on contracts, licenses, leases, liaison client-vendor evaluation, Communication and Perceptions, Addressing Relational Change and Conflict.</p>
	<p>Information and Communication Technology Microsoft Certified Professional since 2003, MCPD, MCTS, MCAD, MCSD, Advanced level expertise in analysis, design, and implementation of software, network and infrastructure.</p>

Language Proficiency:

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

Personal Details :

Father"s Name : Md. Mahatab Uddin
 Mother"s Name : Sirajun Nahar
 Date of Birth : June 16, 1980
 Gender : Male
 Marital Status : Single
 Nationality : Bangladeshi
 Religion : Islam (Sunni)
 Permanent Address : would be made available on request
 Current Location : Dhaka

Reference (s):

	<u>Reference: 01</u>	<u>Reference: 02</u>
Name	: Dr. Michael Charles Hall	Syed Mokammel Hossain
Organization	: Ispahani Islamia Eye Institute and Hospital	Show&Tell Consulting Ltd.
Designation	: Chief Executive Officer	Managing Director
Address	: Farmgate, Dhaka 1215, Bangladesh	Dhaka
Phone (Off.)	: 911 9315	88-02-8100227
Phone (Res.)	:	
Mobile	:	
EMail	: michael.hall@islamia.org.bd	mokammel@gmail.com
Relation	: Professional	Professional
