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NAZMUN NAHAR SHIMU

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Career Objective:

Highly Self Motivated and Goal Oriented Professional Comitted to Pursuing a long-term Career in Computer Technology.

Career Summary:

Name of the Post : BSS Cordinator
Name of the Company : Starling Private Ltd
Working Period February, 2012 â 28 August, 2014
Gulshan-1.

Name of the Post : Data Entry Operator
Name of the Institution : Grameen Phone Ltd.
Working Period November, 2007 â 31 December, 2008
GPHOUSE, Basundhara, Baridhara, Dhaka-1229

Special Qualification:

Name of the Course : Cisco Certified Network Associate (CCNA)
Name of the Institution : Daffodil International University.
Course Cover Area : Routing, Switching, Security etc.
Course time Year : January 2012

Employment History:

Total Year of Experience : 4.6 Year(s)

1. **BSS Cordinator (February 1, 2012 - August 28, 2014)**

STARLINGS LIMITED

Company Location : FLAT-A1, HOUSE-83, ROAD-23, GULSHAN-1, DHAKA-1212
Department: Procurement

Duties/Responsibilities:

1. Daily report Making and Analyzing.
2. Design mobile tower coverage area.
3. Final Report making and submit to Manager.
4. Enter data to update data As field work

2. **Data Entry Operator (January 1, 2007 - December 31, 2008)**

Grameen Phone

Company Location : GPHOUSE Basundhara, Baridhara, Dhaka-1229
Department: IT

Duties/Responsibilities:

Comprehensive knowledge of office procedures, data processing and analyzing.

Academic Qualification:

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration	Achievement
B.Sc-In- Engineering	Computer Science & Engineering	Daffodil International University	CGPA:3.35 out of 4	2012	3 years	3rd Position In Department
Diploma-In-Engineering	Computer technology	Mohila polytechnic institute,Dhaka	CGPA:3.48 out of 4	2008	4 years	2nd Position in Institute
SSC	Science	Bangladesh High School,Kendua	CGPA:3.63 out of 5	2002	-	-

Training Summary:

Training Title	Topic	Institute	Country	Location	Year	Duration
Basic Networking	Local Area Networking	Mohila polytechnic institute	Bangladesh	Agargaon	2007	3 Months

Professional Qualification:

Certification	Institute	Location	From	To
cisco certification network associate (CCNA)	Daffodil International University	Dhanmondi	October 1, 2011	March 30, 2012

Career and Application Information:

Looking For : Entry Level Job
Available For : Full Time
Expected Salary : Tk. 15,000
Preferred Job Category : Bank/Non-Bank Fin. Institution, IT/Telecommunication
Preferred District : Dhaka
Preferred Organization : Banks, Insurance, Investment/Merchant Banking,
Types Telecommunication, College, Training Institutes, IT Enabled Service, ISP, Computer Hardware/Network Companies, NGO

Specialization:

Fields of Specialization	Description
<ul style="list-style-type: none">• LAN/ WAN• HTML/ DHTML• Cisco• Host Integration Server• MS Access• MS Word/ Excel/ PowerPoint/ OneNote• Web Services• Windows 2000/ 2003 Server(s)• Windows XP/ 2000/ ME/ 98• XHTML	<p>• Web Application : HTML, Web Browsing, Data Exchange etc.</p> <p>• MS Office Application : Word Processing, Spreadsheets, Access, Power Point.</p> <p>• Operating Skill : Windows Vista, Xp, 98</p> <p>• Networking : Routing (Static Routing, Dynamic Routing RIP, EIGRP, OSPF), Switching (VLAN, Inter-VLAN), LAN Connection</p>

Language Proficiency:

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

Personal Details :

Father"s Name : Late Naim Uddin
Mother"s Name : Hasna Hena
Date of Birth : October 28, 1986
Gender : Female
Marital Status : Married
Nationality : Bangladeshi
Religion : Islam
Permanent Address : Vill-Kendua Kalibari, Post-Kalibari, P.S- Jamalpur, Dist-Jamalpur.
Current Location : Dhaka

Reference (s):

Name : Kamanashis Biswas
Organization : Daffodil International University
Designation : Assistant Professor
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Relation : Academic
