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PARTHA PAUL

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Career Objective:

To obtain a full-time position in a challenging and cutting-edge environment that requires in-depth knowledge in IT with opportunity for personal improvement and advancement.

Special Qualification:

MCTS, MCSA, MCITP (MC ID: 9334350), CCNA (Cisco ID: CSC012630441)

Employment History:

Total Year of Experience : 10.3 Year(s)

1. **Executive - Hardware, Network & Troubleshooting (February 11, 2016 - Continuing)**

Social Marketing Company

Company Location : SMC Tower, 33 Banani C/A, Dhaka-1213

Department: Information Technology

Duties/Responsibilities:

Maintain the mail server, Domain server, Web server and Antivirus server in Linux and Microsoft environment.

Install, configure, test, maintain and administer new and upgraded networks equipment, like switch, router, firewall, VPN connectors.

Observing network traffic, activity, and usage to make sure nonstop integrity and most excellent network performance.

Evaluate and counsel for development of network functions and incorporated hardware, software, and operating systems.

Research new technology, and implement it or recommend its implementation.

Performing organizational systems IT architecture reviews and assessments, and recommending current and future hardware and software strategies and directions.

Scrutinize, develop, interpret and assess composite system devise and planning terms, configuration and integration of computer systems.

Plan and prepare disaster recovery and business continuity planning for the company branches on IT infrastructure.

Developing, conducting and providing technical guidance and training in application and operational procedures as per company requirements.

Analyzing, evaluating and diagnosing technical problems and issues such as installation, maintenance, repair, upgrade, configuration, and troubleshooting of servers, workstations and security systems.

Manage and administer the factory network, servers, and IT security in a Microsoft and Linux environment.

Monitor and manage computer operation systems, provide backup and assist in technical retrieval functions.

Set up, maintain, and streamline users domain accounts, e-mail accounts.

Perform data backups and recovery operations.

Assist staff in establishing the computer hardware and associated equipment required to run IT systems.

2. Senior Executive (October 10, 2015 - February 6, 2016)

Doreen Attire Ltd

Company Location : House- 192/A, Eastern Road, Lane-1, New DOHS, MOhakhali, Dhaka-1206

Department: Information Technology

Duties/Responsibilities:

Maintain the mail server in Linux (Red Hat 6) environment.

Install, configure, test, maintain and administer new and upgraded networks equipment, like switch, router, firewall, VPN connectors.

Observing network traffic, activity, and usage to make sure nonstop integrity and most excellent network performance.

Evaluate and counsel for development of network functions and incorporated hardware, software, and operating systems.

Performing organizational systems IT architecture reviews and assessments, and recommending current and future hardware and software strategies and directions.

Scrutinize, develop, interpret and assess composite system devise and planning terms, configuration and integration of computer systems.

Plan and prepare disaster recovery and business continuity planning for the company branches on IT infrastructure.

Plan and prepare departmental yearly budget and expenses procedure.

ICT equipment (asset) inventory & maintain for asset management and report generation.

Analyzing, evaluating and diagnosing technical problems and issues such as installation, maintenance, repair, upgrade, configuration, and troubleshooting of servers, workstations, IP-PABX, and security systems.

Manage and administer the factory network, servers, and IT security in a Microsoft and Linux environment.

Monitor and manage computer operation systems, provide backup and assist in technical retrieval functions.

Set up, maintain, and streamline users domain accounts, e-mail accounts.

Perform data backups and recovery operations.

Assist staff in establishing the computer hardware and associated equipment required to run IT systems.

3. Senior Executive (April 1, 2015 - October 9, 2015)

Gemcon Food & Agricultural Products Limited

Company Location : House-44, Road-27 (Old), Dhanmondi, Dhaka-1205

Department: Information Technology

Duties/Responsibilities:

Performing organizational systems IT architecture reviews and assessments, and recommending current and future hardware and software strategies and directions. Scrutinize, develop, interpret and assess composite system devise and planning terms, configuration and integration of computer systems.

Plan and prepare disaster recovery and business continuity planning for the company branches on IT infrastructure.

Plan and prepare departmental yearly budget and expenses procedure.

Prepare the reports on expenses, work plan on monthly, quarterly as well as yearly basis.

Prepare the work plan (Key Performance Indicator KPI) for team as well as team members.

Implementation of functional procedures in terms of the overall procurement activities of ICT equipment for company IT department and ensures effective and efficient procurement.

Research new technology, and implement it or recommend its implementation.

Install, configure, test, maintain and administer new and upgraded networks equipment, like switch, router, firewall, VPN connectors.

Observing network traffic, activity, and usage to make sure nonstop integrity and most excellent network performance.

Evaluate and counsel for development of network functions and incorporated hardware, software, and operating systems.

Analyzing, evaluating and diagnosing technical problems and issues such as installation, maintenance, repair, upgrade, configuration, and troubleshooting of servers, workstations, IP-PABX, and security systems.

Manage and administer the branch network, servers, and IT security in a Microsoft environment.

Manage the branch databases including installation and basic understanding of SQL entries.

Monitor and manage computer operation systems, provide backup and assist in technical retrieval functions.

Set up, maintain, and streamline users domain accounts, e-mail accounts.

Perform data backups and recovery operations.

Assist staff in establishing the computer hardware and associated equipment required to run IT systems.

Participate in weekly Help Desk/Service Desk support activities and roster.

Developing, conducting and providing technical guidance and training in application and operational procedures as per company requirements.

ICT equipment (asset) inventory & maintain for asset management and report generation.

4. Executive (September 27, 2010 - March 31, 2015)

Gemcon Food & Agricultural Products Limited

Company Location : House- 44, Road- 27 (Old), Dhanmondi, Dhaka-1205

Department: Information Technology

Duties/Responsibilities:

Install, configure, test, maintain and administer new and upgraded networks equipment, like switch, router, firewall, VPN connectors.

Observing network traffic, activity, and usage to make sure nonstop integrity and most excellent network performance.

Evaluate and counsel for development of network functions and incorporated hardware, software, and operating systems.

Analyzing, evaluating and diagnosing technical problems and issues such as installation, maintenance, repair, upgrade, configuration, and troubleshooting of servers, workstations, IP-PABX, and security systems.

Scrutinize, develop, interpret and assess composite system devise and planning terms, configuration and integration of computer systems.

Manage and administer the branch network, servers, and IT security in a Microsoft environment.

Manage the branch databases including installation and basic understanding of SQL entries.

Plan and prepare disaster recovery and business continuity planning for the company branches on IT infrastructure.

Monitor and manage computer operation systems, provide backup and assist in technical retrieval functions.

Set up, maintain, and streamline users domain accounts, e-mail accounts.

Perform data backups and recovery operations.

Maintain and update knowledge on all LAN and WAN operating systems and assist employees in installing indoor IT networks.

Assist staff in establishing the computer hardware and associated equipment required to run IT systems.

Participate in weekly Help Desk/Service Desk support activities and roster.

Developing, conducting and providing technical guidance and training in application and operational procedures as per company requirements.

ICT equipment (asset) inventory & maintain for asset management and report generation.

Implementation of functional procedures in terms of the overall procurement activities of ICT equipments for company IT department and ensures effective and efficient procurement.

Performing organizational systems IT architecture reviews and assessments, and recommending current and future hardware and software strategies and directions.

5. Associate System Support Specialist (July 17, 2007 - September 5, 2009)

Eastern Link BD (Pvt.) Limited

Company Location : E-4 Monica Mina Tower, 48/3 West Agargaon, Dhaka

Department: Hardware

Duties/Responsibilities:

Detect, recognize and resolve network and internet connectivity problems between branch offices and clients to Head office.

Set up, maintain, and restructure users accounts, e-mail accounts and bandwidth setting.

Install and configure new hardware and software.

Configure routing and remote access service.

Install cables for computer networks.

Screening network traffic and activity to make sure sustained integrity and best possible network performance.

Testing, identifying and diagnosing functionality errors and faults in systems, and hardware within established testing protocols, guidelines and quality standards to ensure systems perform to specification.

Provide regular supports to the end users by hardware, network, software & system troubleshooting.

Perform data backup and system perform tuning.

Participate in weekly service desk support activities and roster.

Maintain logs related to network functions, as well as maintenance and repair records.

Analyze equipment performance records in order to determine the need for repair or replacement.

Collect data related to customer needs, and use the information to identify, predict, interpret, and evaluate system and network necessities.

Academic Qualification:

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration
Post Graduate Diploma IT	Information Technology	University of Dhaka	CGPA:3.15 out of 4	2014	1years
B.Tech Engineering	Electronics and Telecommunication Engineering	West Bengal University of Technology, West Bengal, India. [Foreign Institute]	CGPA:7.66 out of 9	2007	4 years
HSC	Science	Engineering University Higher Secondary School, Dhaka.	First Division, Marks :71.5%	2002	2 years
SSC	Science	Motijheel Govt. Boys" High School, Dhaka.	First Division, Marks :80.9%	2000	10 years

Training Summary:

Training Title	Topic	Institute	Country	Location	Year	Duration
Red Hat Linux Enterprise	Linux - Server Maintenance & Planning	New Horizon	Bangladesh	Dhaka	2010	80 Hours
Cisco Certified Network Associate (CCNA)	Computer Networking	CISCO local academy - AIUB	Bangladesh	Banani	2008	8 months
Vocational Training	Telephone Exchange	Bharat SanChar Nigam Limited (BSNL)	India	Salt Lake, Kolkata.	2006	2 Weeks
Megawatt Transmitter	3 Megawatts Transmitter	All India Radio (AIR)	India.	Chunchura, India	2006	4 weeks

Professional Qualification:

Certification	Institute	Location	From	To
MCITP	Microsoft	Dhaka	June 3, 2014	December 31, 2015
CCNA	CISCO	Dhaka	June 3, 2014	December 31, 2015

Career and Application Information:

Looking For : Mid Level Job
 Available For : Full Time
 Present Salary : Tk. 40000
 Expected Salary : Tk. 25,000
 Preferred Job Category : Engineer/Architect, IT/Telecommunication
 Preferred District : Anywhere in Bangladesh.
 Preferred Country : India, New Zealand, United Kingdom, United States, Australia, Canada
 Preferred Organization : Telecommunication, University, Computer Hardware/Network Companies, Multinational Companies, Engineering Firms, Electronic Equipment/Home Appliances

Specialization:

Fields of Specialization	Description
<ul style="list-style-type: none"> Power Generation Network Engineering Telecommunication Electrical/ Electronics 	Mobile Communication : GSM, CDMA. Networking : TCP/IP Protocols & Architectures. Digital Modulation Technique : BPSK, DPSK, PSK, FSK, QPSK, MSK. Multiplexing : TDM, FDM, WDM. Linear & Digital Control System. Microprocessor (8085, 8086). Digital Signal Processing. MATLAB. C/C++ Power Electronics. System Administrator - LAN, WAN

Language Proficiency:

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

Personal Details :

Father's Name : Sudhir Ranjan Paul
 Mother's Name : Padma Rani Paul
 Date of Birth : May 3, 1985
 Gender : Male
 Marital Status : Married
 Nationality : Bangladeshi
 Religion : Hindu
 Permanent Address : B-17, Sky View Park City, 165 Shantinagar, Dhaka- 1217
 Current Location : Dhaka

Reference (s):

	<u>Reference: 01</u>	<u>Reference: 02</u>
Name	: Md. Tanbir Bin Masood	Mr. Munshi Mustafijur Rahman
Organization	: Gemcon Food & Agricultural Products Ltd	Dhaka Stock Exchange
Designation	: Asst. Manager - IT	AGM System & Market Administration
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Relation	: Professional	Professional
