

SALEH AHMED

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Career Objective:

To work in pragmatic way in an organization where I can show my talent and enhance my skills to meet company goals and objective with full integrity and zest.

Career Summary:

As a self- motivated person, I am seeking a challenging position with a company that is efficiently and offers good advancement potential I would like to show my immense aspiration to become a quick learner and to prove myself as a sincere and energetic person through extensive hard working and integrity to your company interested in total IT solutions.

Employment History:

Total Year of Experience : 4.2 Year(s)

1. IT Officer (September 1, 2014 - January 31, 2017)

The Bangladesh Today

Company Location : KK Bhaban (Level - 04), 69/K, Panthapath, Green Road - Dhaka - 1215

Department: IT

Duties/Responsibilities:

1. Maintenance Payroll Software, Providing user support, design LAN and WAN, IP, Update website, the Internet, email services, Network & Hardware.
2. Install & configure router, switch, Desktops, Laptops, Wireless Router, Scanners, Printers and other IT items and firewall;
3. Planning, configuring and setting up IT Infrastructure;
4. Support all general activities in the department and take part in the installation of the equipment;
5. Setting up new users, accounts & profiles & dealing with password issues, user accounts, permissions, email, anti-virus, anti-spam;
6. Monitoring the network system through network monitoring tools and taking immediate steps in case of any alert or fault;
7. Solving and modification any kind of hardware/software, windows program failure;

2. System Engineer (December 1, 2012 - August 31, 2014)

ShuktaraSoft Technologies Ltd

Company Location : 134/A, Shenpara Porbota, Mirpur-10, Dhaka-1216

Department: Software Maintenance & Customer Support

Duties/Responsibilities:

1. Support Customers/clients through a series of actions, either face-to-face or over the telephone, to help set up systems or resolve product related issues
2. Filing reports regarding Customers product problems & Researching technical issues
3. Managing and processing customer orders
4. Consulting to LAN, WANs Internet connectivity products (Switch, Router, and Firewall, Wi-Fi Solutions) Installation configuration & maintenance clients issues
5. Install, configure, test & maintain operating systems application software & system management tools
6. Learning about product updates and new technologies

Academic Qualification:

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration
B.Sc in CSE	Computer Science & Engineering	IBAIS University	CGPA:3.33 out of 4	2017	3th Year
Diploma-in-Engineering	Computer Technology	Saic Institute of Management & Technology (SIMT)	CGPA:3.2 out of 4	2012	4th Year
HSC	Business Studies	Govt. Ashek Mahmud college, Jamalpur	CGPA:3.7 out of 5	2006	2 Year
SSC	Business Studies	Bangladesh High School, Kendua	CGPA:4.5 out of 5	2004	-

Training Summary:

Training Title	Topic	Institute	Country	Location	Year	Duration
Graphics Design	Photoshop, Illustrator, InDesign, QuarkXPress.	Nexus IT Zone – Training	Bangladesh	Mirpur-6	2012	72 Hours
Web Programming	HTML + CSS, HTML5 + CSS3, JavaScript, jQuery, PHP/MySQL	Nexus IT Zone Training	Bangladesh	Mirpur-6	2011	72 Hours
Windows Server 2003 & 2008	Network Administrator	Nexus IT Zone Training	Bangladesh	Mirpur-6	2011	72 Hours
Windows Server 2003 (For Industrial Training)	Network Policy and Access Services	Proshika Computer System (PCS)	Bangladesh	Mirpur-2	2010	3 Month
Microsoft Office	Word, Excel, PowerPoint, Access, Outlook etc. (Professional Course)	Ananda Training Centre	Bangladesh	Jamalpur Shador	2004	6 Month

Career and Application Information:

Looking For	: Entry Level Job
Available For	: Full Time
Preferred Job Category	: IT/Telecommunication
Preferred District	: Brahmanbaria, Bogra, Chittagong, Cox's Bazar, Dhaka, Gazipur, Jamalpur, Khulna, Sylhet, Tangail
Preferred Country	: China, Italy, Japan, Malaysia, Thailand, United Kingdom, United States, Australia, Cyprus, South Korea
Preferred Organization Types	: Banks, Software Company, IT Enabled Service, ISP, Computer Hardware/Network Companies, Govt./ Semi Govt./ Autonomous body, NGO, Engineering Firms, Garments, Hospital, Group of Companies, Web Media/Blog

Specialization:

Fields of Specialization	Description
<ul style="list-style-type: none"> Graphics Design Web Design Hardware & Networking 	<p>Software & Hardware Maintenance Section:</p> <ul style="list-style-type: none"> -Installing and configuring computer hardware operating systems and applications, networks, printers and scanners -Troubleshooting and configuring in Desktop PC/ Laptop, Printer & Network equipment -Strong knowledge in Microsoft Windows XP, 7, 10 and Microsoft Office (2007, 2010, 2013, 2016) -System Problems Troubleshooting & Resolving -Planning and undertaking scheduled maintenance upgrades -Maintains and repair the System -DOS and other Shells.

	<p>Networking Section:</p> <ul style="list-style-type: none"> -Installation & Configuration of Switch, Wi-fi Router, and other LAN devices -Installation & Configuration of CCTV, IP camera with Maintenance & Monitoring -Configure and Establish Computer network both wireless and wired Network -Installation & Configuration of the Windows & Windows Server, Linux Systems <p>Graphics Design Section:</p> <ul style="list-style-type: none"> -Photoshop, Illustrator, InDesign, QurkeXpress. <p>Programming Section:</p> <ul style="list-style-type: none"> -HTML, CSS, PHP/MySql, jQuery, JavaScript, WordPress -C, C++, Java, VisualBasic -SQL Server, My SQL and Access Database.
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Extra Curricular Activities:

Traveling to new places, Sports, Music & cultural activities.

Language Proficiency:

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

Personal Details :

Father's Name : Abdul Haque
 Mother's Name : Asiya Khatun
 Date of Birth : October 30, 1986
 Gender : Male
 Marital Status : Married
 Nationality : Bangladeshi
 National Id No. : 19863913635201364
 Religion : Islam
 Permanent Address : C/O- Late Abdul Haque, Vill: Kendua Noyapara, Post: Kalibari, PS & District: Jamalpur
 Current Location : Dhaka

Reference (s):

Name : Shahajahan Miazee
 Organization : First Way IT
 Designation : CEO
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 Relation : Professional