

Last Updated : **July 6, 2018**

SWOPON DASH

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Career Objective:

I am a reliable & passionate IT professional currently looking for a full-time ICT position at any organisation in Bangladesh. I believe ICT position could be a great way to utilise my overseas skills & ICT experience here in Bangladesh.

Career Summary:

Computer Network & System Engineer

Special Qualification:

Cisco CCNA1, CCNA2 and CCNA3 completed through University of Southern Queensland, Australia

Employment History:

Total Year of Experience : 7.0 Year(s)

1. Virtual IT Support (April 1, 2016 - Continuing)

World Link (M`cr) Ltd

Company Location : 590 Stockport Road, Longsight, M13 0RQ, Manchester, UK

Department: Technical

Duties/Responsibilities:

Website maintenance and updates

Remotely Customer's PC health check & repairs

e Marketing for business products

Carry out company's basic paper works for all employee's

Virtually Installing software

Maintaining business's work flow

Business planning & Administrative support

2. IT Manager (April 18, 2015 - July 31, 2017)

Toowoomba Toyota

Company Location : Queensland Australia

Department: IT and Admin/Management

Duties/Responsibilities:

Primary contact for Pentana and Toyota as system administrator for troubleshooting

Primary contact for maintenance and troubleshooting of NEC phone system

Installing and configuring computer hardware, software, systems, networks, printers, scanners and more

Software-ERAnet, ERAlink, SAP, Techstream

Setting up Google Apps and Bitdefender Antivirus Admin Console

Monitoring and maintaining computer systems and networks

Talking to staff and computer users to determine the nature of problems

Troubleshooting system and network problems and diagnosing and solving hardware/software faults

Replacing parts as required

Providing support, including relevant reports

Setting up new users' accounts and profiles and dealing with password issues

Rapidly establishing a good working relationship with staff and other professionals, testing and evaluating new technology

Conducting electrical safety checks on computer equipment

Investigating, diagnosing and solving computer software and hardware faults

Repairing equipment and replacing parts

Checking computer equipment for electrical safety

Maintaining records of software licences

3. IT Support & Estimator (May 1, 2014 - October 1, 2014)**One Stop Insulation Shop**

Company Location : Toowoomba, Brisbane, Australia

Department: IT

Duties/Responsibilities:

Maintenance of Computer Software: equipment, training

Management of Computer documents

Computer Network and Security

Website support: Technical, e-commerce support

Create effective internal messaging between all employees

Carry out estimation of proposed dwellings of plans provided by clients

Interoperates plans accurately to the advice specification

Management of price listing

Cost of Goods data entry

Management of MYOB Inventory listing, price, description

4. Service Station Attendant (December 1, 2011 - September 1, 2013)**United Range**

Company Location : Toowoomba, Brisbane, Australia

Department: Technical

Duties/Responsibilities:

Accept cash, EFTPOS and credit card payments, and operate a computerised console machine and a cash register

Carry out basic administrative work

Fill fuel tanks and LPG cylinders

Measure the level of oil in engines

Measure air pressure in tyres

Replenish oil, water and air levels

Order stock and maintain displays for the retail section of the service station

Academic Qualification:

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration	Achievement
Bachelor of Computer Application (BCA)	Computer Networking and Security	University of Southern Queensland [Foreign Institute]	Second Class	2013	3 years	Employee of the Month from Toowoomba Toyota
Bachelor in Engineering (BEgg)	Electronics and Telecommunication Engineering	Sylhet International University, Sylhet	First Class	2007	4	-
Diploma in Engineering	Computer Networking	Southbank Institute of Technology [Foreign Institute]	First Division	2010	1 year	PD Highest Grade Achieved in Diploma!

Career and Application Information:

Looking For : Mid Level Job
 Available For : Full Time
 Expected Salary : Tk. 35,000
 Preferred Job Category : IT/Telecommunication, Security/Support Service
 Preferred District : Sylhet
 Preferred Country : Canada
 Preferred Organization : Banks, University, College, ISP, Pharmaceuticals, Hotel, Resort
 Types

Specialization:

Fields of Specialization	Description
<ul style="list-style-type: none"> • Network Engineering • Computer Science/ Engineering • Google apps • Managing G-mail • Antivirus 	Analytical / Problem solving skills Application / System Support Testing / Backups / Restore/Google Apps/Cloud Computing Antivirus / Firewalls / Malware Basic Image Processing (Adobe Photoshop / Illustrator, GIMP) Databases (MySQL, Oracle) Linux- competent with Debian wheezy and Squeeze operating system and experienced with older Linux versions NetML Design and Analysis Networking (Cisco IOS, Packet Tracer, Cisco switch and router) Installation and configuration, network, Security, WAN, LAN, Wi-Fi) Programming (C, C++, Java, Python) Web Design (CSS, PHP scripting, XAMPP, XHTML) Windows (7, 8, 8.1, 10, XP, Vista), Server (2003, 2008 and 2012) and Citrix Active Directory Word Processing (MS Office 2003~2016, OpenOffice) Installation of new hardware (printers, scanners etc.) and firmware

Extra Curricular Activities:

Cisco CCNA1, CCNA2 and CCNA3 Training completed through USQ

Language Proficiency:

Language	Reading	Writing	Speaking
English	High	High	High
Bengali	High	High	High

Personal Details :

Father"s Name : Hirendra Kumar Dash
Mother"s Name : Promudhini Bala Dash
Date of Birth : June 28, 1985
Gender : Male
Marital Status : Single
Nationality : Bangladeshi
Religion : Hindu
Permanent Address : 85 Kajolshah, New Medical Road, Sylhet
Current Location : Sylhet Sadar

Reference (s):

	<u>Reference: 01</u>	<u>Reference: 02</u>
Name	: Brett Motton	Sushanta Acherjee
Organization	: Toowoomba Toyota	Sylhet International University
Designation	: Dealer Principal	Finance Director
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Relation	: Professional	Family Friend
