

JASIM UDDIN

Address: HOUSE-9 KA, 115/2, LEVEL-5, DHORJI BARI, UTTAR PARA, KHILKHET, DHAKA.

Mobile No 1: 01879143811

Mobile No 2: 01820069190

e-mail: jasim205006@gmail.com



Career Objective:

Looking for a challenging role in a reputable organization to utilize my technical, networking and management skills for the growth of the organization as well as to enhance my knowledge about new and emerging trends in the IT sector.

Employment History:

1. Sr. System Administrator (July 01, 2020 – Continuing)

Alca Industries Ltd. (Meghna Group)

Company Location: MC Bazar, Mulaid, Sreepur, Gazipur-1740

Department: IT

Duties/Responsibilities:

- Responsible for virtualization with VMware & Windows.
- Implement the Datacenter with VMware & Windows (Services: Database Server, Web Server, File Server, Active Directory, Backup Server).
- Manage hardware configuration as per Guest OS requirements.
- Configure, Manage, monitor the physical server environment using XClarity Controller.
- Responsible for Network planning, design, implementation and operation using Sophos Firewall, Mikrotik and Cisco.
- Install and manage VPN solutions for extranet connectivity (Site to site and PC to Firewall or Mikrotik).
- Install and configure Network Devices.
- Install and upgrade computer components and software and manage network servers.
- Set up accounts and workstations.
- Monitor performance and maintain systems according to requirements.
- Troubleshoot hardware and software errors by running diagnostics, documenting problems and resolutions, prioritizing problems, and assessing impact of issues.
- Ensure security through access controls, backups and firewalls.
- Provide documentation and technical specifications to IT staff for planning and implementing new or upgrades of IT infrastructure.
- Upgrade systems with new releases and models.
- Make sure all desktop applications, workstations, and related equipment problems are resolved in a timely manner with limited disruptions.
- Build an internal technical documentation, manuals and IT policies.
- Install Office 365, Configure outlook and troubleshoot Office 365 issues.
- Dropbox install and configure.
- Maintain other job of IT (Mikrotik Router, Cisco Switch, Access Point, Wi-Fi Router, Access Control, CCTV, Printer, Scanner, Video Conference System, Online UPS).

2. Sr. IT Executive (September 25, 2018 –June 30, 2020)

Regent Airways (Habib Group)

Company Location: Level 7, Siaam Tower, Sector-3, Uttara, Dhaka

Department: IT

Duties/Responsibilities:

- Enterprise Network Design and implement. (Topology Design, Cabling, Select IP Class, Subnetting).
- Mikrotik Configure and control whole network by Mikrotik (Basic configuration for Internet access, DHCP server and client, Bridge, Routing, Firewall, Queue, VPN: GRE Tunnel).
- Cisco Switch Configuration: IP Setting, VLAN Configure, Trunk Port, STP.
- Windows Server installation and Services: Active Directory, DNS, VM, Home Directory, Group Policy, File Server, DFS Name Space, Quota Management.
- Desktop and Laptop Hardware Troubleshoot.
- Windows Installation and Create system image.
- Network Printer Configure and Troubleshoot (HP, Canon, Lexmark, Samsung, Brother, Epson).
- Scanner Installation and Troubleshoot (HP, Canon, Epson).
- All in One Printer Installation and Troubleshoot, which has Printer, Scanner, Copier (HP, Brother, Epson).
- Access Machine Install, Configure and Troubleshoot (Suprema, ZKT).
- Access Point Configure and Troubleshoot (Ubiquiti, Altai, Grandstream).
- CCTV Network Design and Implement, Add Camera, configure in Mobile, Check Video Footage and Troubleshoot.

- Install Video conference system and Maintenance (Logitech, Polycom).
- Monitoring cPanel of Email Server: Create Email ID & Group, Delete or Disable Email ID & Group, Password Reset, Add email ID in a Group Mail, Forward mail from single email to some other email (Rackspace).
- Install, Configure & Troubleshoot BP/BT (Barcode) Printer.
- Install, Configure & Troubleshoot APS (Passport Reader) Machine.
- Install, Configure & Troubleshoot Ricoh MP2555 Printer and Scanner.
- Maintain Walkie Talkie System.
- Support in Dhaka Airport and all other workstations.
- Office Management (MS Word, Excel and Power Point), Outlook configure and maintenance.
- Follow up hardware, software and network equipment's purchasing and storing.
- Maintain the total IT inventory system.
- Liaison with Related Service Providers & Vendors.

3. Sr. IT Officer (February 11, 2016 – September 15, 2018)

Lida Textile and Dyeing Ltd. (LDC Group)

Company Location: Shofipur Bazar, Kaliakoir, Gazipur

Department: IT

Duties/Responsibilities:

- Cisco Switch Configure.
- Control cPanel of Email Server: Create Email ID & Group, Delete or Disable Email ID & Group, Password Reset, Add email ID in a Group Mail (Gmail Interface).
- Configure NVR, Add IP Camera and maintenance IP Camera system.
- Monitoring and maintaining i-work system.
- Install, Configure & Troubleshooting Mini PC for Showing Sewing Status in Every Sewing Line.
- Install Software, Configure & Maintain Big LED Welcome Display.
- Installing and maintaining fingerprint and punch machine.
- Installing and configuring computer hardware, software, networks, printers and scanners.
- Maintenance of IT related equipment (Desktop, Laptop, Printer, Scanner etc.).
- Install and Configure Barcode Printer.
- Ubuntu Installation and Configure a service for Automated Warehouse.
- Configure & Troubleshoot various network devices.
- Installing and maintaining wireless access points (e.g., Ubiquiti & Altai).
- Office Management (MS Word, Excel and Power Point), Outlook configure and maintenance.
- User Support (Hardware, Software, Network).
- Maintain the total IT inventory system.

4. IT Officer (June 22, 2013 - February 10, 2016)

Turag Garments and Hosiery Mills Ltd.

Company Location: Zirani Bazar, South Panishail, Kashimpur, Gazipur

Department: IT

Duties/Responsibilities:

- Installing and configuring computer hardware, software, networks, printers and scanners.
- Monitoring and maintaining computer systems and networks.
- Maintenance of IT related equipment (Desktop, Laptop, Fingerprint Device, Printer, Scanner etc.).
- Data Backup (ERP, KMS, DMS and TALLY).
- Register Maintaining (Servicing History in IT Room, Data Backup, User Password, Email Password, Access IT Device by Supplier).
- IT Supports to Other Workstations.

Academic Qualification:

Exam Title	Concentration/Major	Institute	Result	Year	Duration
BSc	Computer Science & Engineering	World University of Bangladesh	3.08 out of 4	2013	4 Years
Diploma	Computer Science & Technology	Feni Computer Institute	3.76 out of 4	2009	4 Years
SSC	Science	Chanua High School	4.06 out of 5	2005	10 Years

Training Summary:

Training Title	Topic	Institute	Location	Year	Duration
Microsoft Certified Solutions Associate (MCSA)	AD, DNS, DHCP, VM, VS, Home Directory, Map Drive, Group Policy, File Server, FSRM, DFS Name Space, Quota Management etc.	CSL Training	Kuril, Basundhara, Dhaka, Bangladesh	2016	3 Months
MikroTik Certified Network Associate (MTCNA)	Initial configuration (Internet access), DHCP server and client, Bridge concepts and settings, Routing, Firewall, Queue, VPN (IP Tunnel, GRE Tunnel, IP Sec) etc.	CSL Training	Kuril, Basundhara, Dhaka, Bangladesh	2015	3 Months
Cisco Certified Network Associate (CCNA)	IP addressing and subnetting, Router configuration, Switch Configuration, Routing Protocols, LAN configuration, VLAN etc.	Info Network Link	Panthopoth, Dhaka, Bangladesh	2013	3 Months
Industrial Training	BTS Setup Maintenance.	Perpetual Tele Solution (PTS)	Mohakhali, Dhaka, Bangladesh	2009	3 Months

Personal Details:

Father's Name : Abul Hossain
 Mother's Name : Sabura Khatun
 Date of Birth : January 1, 1989
 Gender : Male
 Marital Status : Married
 Nationality : Bangladeshi
 Religion : Islam
 Mailing Address : House-9 KA, 115/2, Level-5, Dhorji Bari, Uttar Para, Khilkhet, Dhaka.
 Permanent Address : C/O: Aziz Ullah Kerani Bari, Vill: Tatoiya, P.O: Chanua Bazar, P.S + Dist: Feni.

Reference:

Name	: Syed Mahbub	Atiqul Islam
Organization	: Feni Computer Institute	Narsingdi Polytechnic Institute
Designation	: Chief Instructor: Computer Science & Technology	Instructor: Computer Science & Technology
Address	: Ranir Hat, Feni, Bangladesh	Ranir Hat, Feni, Bangladesh
Mobile	: 01816-214157	01716-067885
Relation	: Academic	Academic



Signature