Mohammad



[Mohammad.336886@2freemail.com](mailto:Mohammad.336886@2freemail.com)

IT Administrator

at Times of Arabia

Location: United Arab Emirates

Education: Bachelor's degree, BSC in Com

Experience: 6 Years, 1 Month

Target Job



Target Job Title: IT System Admin

Career Level: Management

Target Job Location: Abu Dhabi, UAE; Dubai, UAE; Sharjah, UAE

Career Objective: Seeking an opportunity to unveil what I have learned and experienced, in the industry that offers professional growth while being resourceful, innovative & flexible. Intend to build a career with leading corporate with committed & dedicated people, which will help me to explore myself fully and realize my potential with new techniques and information which allow me to contribute to the company. Employment Type: Employee Employment Status: Full time Target Monthly Salary: AED 7,000 (≈ USD 1,905) Notice Period: 1 month or less

Last Monthly Salary: AED 5,000 (≈ USD 1,361)

Personal Information



Birth Date: 19 November 1987 (Age: 28)

Gender: Male

Nationality: India

Residence Country: United Arab Emirates Visa Status: Residency Visa (Transferable) Marital Status: Single Number of Dependents: 0 Driving License Issued from: United Arab Emirates; India

Experience (6 Years, 1 Month)



December 2015 - Present

IT Administrator

at Times of Arabia

Location: Dubai, United Arab Emirates Company Industry: Food Production Job Role: Technology/IT

\*Day to day Provide support for implementation, troubleshooting and maintenance of IT systems.

\*Manage all internal operations and information systems

\*Ensure that IT is run to company systems and policies

\*Configuration of emails in OUTLOOK 2007,2010,2013.

\*Manage IT system infrastructure and any processes related to these systems.

\*Maintain All VPN are deployed and functioning properly.

\*Check on Server status, mostly looking at servers with alerts/warnings (usually via a monitoring tool).

\*Managing of network on Windows 2008R2 / 2012R2 servers.

\*Implementing NTFS Permissions and Share Level Permissions.

\*Good knowledge of POS system.

\*Good Knowledge of ERP user functional.

\*Tally Functional support for the User.

\*Check of AV server for alerts and updates.

\*Troubleshooting requested by the users.

\*Implementation of Members of important AD groups such as Domain Admins, Enterprise admins, Scheme admins etc.

\*Take back-up of all user data on weekly biases.

\*Gives LV 2 and LV 3 support as required.

\*Educating and training users and subordinates if applicable.

\*Full Implantation of any new hardware.

July 2014 - November 2015

Assistant System Administrator

at Midco Equipment LLC

Location: Dubai, United Arab Emirates

Company Industry: Sales

Job Role: Technology/IT

•Assists in the planning, design, documentation, and implementation of various systems to include desktop PC’s, servers, network equipment, and software applications.

•The setup and maintenance of new infrastructure of Windows Servers SBS, 2003, 2008 and 2012, hyper V Editions

(Virtualization), Domain Controller, DNS Servers, DHCP Servers, File Server.

•Installing, Configuring and Managing AD / DHCP / DNS Services.

•Have implemented the Net Gear Ready Nas Storage with Site to Site to replication.

•Have also implemented Net Gear Ready Nas Small and Medium Class File Storage.

•Monitors and maintains users & system logs.

•Monitors, plans, and coordinates the distribution of client/server software and service packs.

•Assist in the organization and inventory of all hardware & software resources.

•Ensuring all software is properly licensed and up to date.

•Input into IT policies and maintaining ISO standard.

•Update the client & make report of Incident Management and Change Management process in the IT infrastructure.

•Ensuring data is backed up on a regular basis using Backup Exec software.

•Providing IT support to computer users within the office & Work closely with colleagues to meet team goals and improve processes and practices.

•First port of call and initial troubleshooting of IT problems and resolving if possible. Responding to inquiries from staff, site

personals and outside vendors & to provide technical assistance and support.

•Perform regular security monitoring to identify any possible intrusion and implement the necessary control and procedure to protect information systems. Overseeing computer security and anti-virus updates etc.

•Maintain Users access control.

June 2013 - September 2013

Assistant Engineer

at Xcellent Technical Service

Location: Dubai, United Arab Emirates

Company Industry: Industrial

Job Role: Administration

•Installation and management of Servers 2003, 2008, 2012, storage products depending on the site/whenever required.

•Backing up end user data using Microsoft Data Protection Manager.

•Creating security policies and monitoring desktop and server security.

•Server Maintenance, Troubleshooting, Configuration and Monitoring.

•Creating custom tasks to deploy software and upgrades for the enterprise remotely.

•File System management skills.

•Disk Management, User Disk quotas, Mount FS.

•Implementation of different RAID (Hardware & Software) levels.

•Installation & Configuration of Ldap with Windows authentication, automated installation.

•VNC Server, SSH, DNS, DHCP, FTP, POP & IMAP, SAMBA, NFS, Squid.

•Web Servers, HTTP, HTTPS.

•Package management using RPM & YUM.

•Troubleshooting of system crashes.

•Generating reports for printer utilization, printer, inventory and error monitoring/troubleshooting for all the desktops and printers.

•Conducting team meeting with clients and engineers in explaining the technical requirements.

•Creating user accounts and groups.

•Maintenance and authentication of user’s and groups.

•Install, upgrade, support and troubleshoot XP, Windows 7 and Microsoft Office 2003, 2007, 2013 and any other authorized desktop applications.

•Good Knowledge of IT Infrastructure, Networking, Applications, Installation of devices and Configurations.

April 2012 - September 2012

IT suppor Engineer

at Orbit Institute of Technology

Location: Hyderabad, India

Company Industry: Information Technology

Job Role: Support Services

•Install, upgrade, support and troubleshoot for printers, computer hardware and any other authorized peripheral equipment.

•Performs general preventative maintenance tasks on computers, laptops, printers and any other authorized peripheral equipment.

•Installing, supporting and maintaining Hardware, Cisco Routers and Switches.

•Configure and troubleshoot OS/ Network related PC issues.

•Taking the Regular backup, weekly backup.

•Troubleshooting hardware and software problems.

•Computer assembling and maintenance.

•Cabling and crimping for systems and network devices.

January 2012 - September 2012

IT suppor Engineer

at Orbit Institute of Technology

Location: Hyderabad, India

Company Industry: Information Technology

Job Role: Support Services

•Install, upgrade, support and troubleshoot for printers, computer hardware and any other authorized peripheral equipment.

•Performs general preventative maintenance tasks on computers, laptops, printers and any other authorized peripheral equipment.

•Installing, supporting and maintaining Hardware, Cisco Routers and Switches.

•Configure and troubleshoot OS/ Network related PC issues.

•Taking the Regular backup, weekly backup.

•Troubleshooting hardware and software problems.

•Computer assembling and maintenance.

•Cabling and crimping for systems and network devices.

May 2011 - December 2011

Security System Monitoring Operator

at Buildzs Safety and Security Technology

Location: Hyderabad, India Company Industry: Security Job Role: Other

•Good Knowledge of Installation and Configuration of ACS & CCTV.

•Monitoring of ACS Systems for intrusion and unauthorized access.

•Monitoring of CCTV footage for gate access.

•Manage all aspects of automation within departments, including telecommunications, mobile data, computer components, and remote access security.

Extra years of experience not listed above: 2 Years, 0 Months

Education



Bachelor's degree, BSC in Computers

at Osminai University

Location: Hyderabad India

Completion Date: June 2013

Grade: 78 out of 100

Specialties



System Administration Questions: 0 Answers: 2

PC Networking Questions: 0 Answers: 2

Servers Questions: 0 Answers: 0

Help Desk Management Questions: 0 Answers: 0

Desktop Support Questions: 0 Answers: 1

Skills



system support engineer

Level: Expert

System Admin

Level: Expert

Help Desk

Level: Expert

Network support

Level: Intermediate

Languages



English

Level: Expert

Hindi

Level: Expert

Urdu

Level: Expert

Hobbies and Interests



Surfing Internet

Solving Troubleshooting problems

Watching Football

Recommendations

Dear whoever concern, I am writing to recommend Mohammad for the position of Assistant IT at Xcellent Technical Services LLC Company. I had the pleasure of working directly with Habeeb during his time as an Assistant at Xcellent Technical Service LLC, and his tremendous abilities never ceased to amaze me. I was Habeeb direct supervisor at Xcellent Technical Service, and during that time, we worked together closely, so I fully understand his capabilities. Sincere Mohammad

By (Manager) on October-10-2015