

**BILAL**

**CONTACT DETAILS**

**Abu Hail East, Dubai United Arab Emirates**

**Email:** **bilal-394276@2freemail.com**

**PERSONAL DETAILS**

**Gender :** Male

**Religion :** Islam

**Languages Known**

English

Malayalam (Native)

Arabic (read, write)

Hindi (read, write)

**Date of Birth**

**19th April 1996**

**Nationality**

Indian

**Passport Details**

Date of Issue : 06/01/2016

Date of Expiry : 05/01/2026

**Visa Details**

Visa Type : Visiting

Date of Expiry : 10/10/2019

**CAREER OBJECTIVE**

To be recognized as an efficient and competent individual having good interpersonal skills. Being a hard worker with a positive attitude, I aspire to prove my talent in fast moving world. My broad level future goal is to work as a team that dynamically works towards the growth of an organization.

**WORK EXPERIENCE**

**IT Administrater and Document Controller, KANNUR, INDIA**

(JUNE 2018 – JULY 2019)

**DUTIES & RESPONSIBILITES**

* Assembling new systems
* Working with IT support personnel
* Budgeting for equipment and assembly costs
* Providing network administration and support
* Installing and configuring computer networks and systems
* Consulting with clients to specify system requirements and design solutions
* Maintaining existing software and hardware and upgrading any that have become obsolete
* Monitoring computer networks and systems to identify how performance can be improved
* Identifying and solving any problems that arise with computer networks and systems

**KEY SKILLS**

* Installation and setup of routers and switches
* Responsible for troubleshooting of networking equipment across multiple sites
* Creation and delivery of training materials and support to staff on customer sites
* Full Command on Cisco IOS Commands
* Router IOS Backup and Recovery
* Setting up Serial and Ethernet Interfaces
* Routing Protocol Configurations
* CDP Configuration
* Full Command in Inter-VLAN Routing
* Switching, Standard Access-list, Extended Access-list and Vlans Configurations.
* Everything of Multi-Protocol Label Switching (MPLS)



**TECHNICAL SKILLS**

**CCNA, C, C++,**

**MYSQL, SQLSERVER,**

**ASP .NET, HTML,**

**MS OFFICE, INTERNET,**

**SOFTWARE & HARDWARE**

**PERSONALITY TRAITS**

* Confident
* Leadership
* Hard working
* Organizing Skill
* Honest & sincere
* Presentation Skill
* Relationship Building
* Creative Thinking Ability

**Education**

**Bachelor of Computer Application (BCA) - KANNUR UNIVERSITY**

Wadihuda Institute of Research & Advanced Studies (India) – Persuing Result

2018

**+2 Science (Kerala State)**

Puthiyangadi JamaAth Higher Secondary School (India)

2014

**SSLC (CBSE)**

Safa English Medium School (India)

2012

**PROFESIONAL ACHIEVEMENTS**

* Won the Best Employee of the Month (Dec)
* Received commendations for the Academic Project work

**HOBBIES**

* Cricket
* Football
* Travelling
* Social Media
* Internet Surfing

**ACADEMIC ACHIEVEMENTS**

* Won the Best Coordinator Award for the better conduct of Inter-Collegiate IT Fest

“TECHRANKX 2K17”

* Received commendations for the Academic Project work
* Completed the C, C++, Java, PHP & HTML online courses.
* Participated in various IT Workshops
* Appreciated for the technical actives

**ACADEMIC PROJECT**

**Created Online Event Management System from Spinox Innovations**

**Front end : Asp.Net**

**Backend : SQLSERVER**

**DECLARATION**

I hereby declare that the above written are true to the best of my knowledge and belief.

**BILAL**