

Md. Sakim

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Portfolio: <https://sakim.xyz/>

Present Address: Vashantek, Mirpur 14, Dhaka



CAREER OBJECTIVE

My aim is to work in a challenging IT position where I can apply my technical knowledge and problem-solving skills to support the organization's growth and efficiency. I want to continuously learn new technologies, gain real-world experience, and build a successful career through dedication and hard work.

WORK EXPERIENCE:

Panam Group

Position : Assistant Officer
Duration : (05/11/2024 – Continuing)

Responsibilities:

- Led ERP implementation, testing, and user training.
- Managed domain, hosting, cloud servers, and Cloudflare (DNS, CDN, security).
- Managed backup systems and ensured data security and availability.
- Provided technical support for hardware, software, and network issues.
- Supported Office 365, Outlook, Teams, and Zoom users.
- Installed, secured, and maintained operating systems, software, and antivirus.
- Managed Windows Server, Active Directory, and user access.
- Monitored LAN/WAN performance, IP addressing, and connectivity.
- Configured VPNs (PPTP/L2TP/WireGuard), MikroTik routers, and network cabling.
- Configured VLANs and switching using Cisco and other devices.
- Maintained IT equipment, assets, documentation, and vendor coordination.
- Provided IT support to top management.

Foremost Technology

Position : Hardware Support Engineer
Duration : (01/08/2023 – 13/08/2024)

Responsibilities:

- Setup and maintained local and office networks.
- Managed system security, data protection, and antivirus.
- Installed and configured operating systems and software.
- Maintained hardware and peripheral devices.
- Installed and maintained CCTV and surveillance systems.
- Provided user support and help desk services.
- Managed backup, recovery, and system maintenance.
- Prepared technical documentation and reports.
- Collaborated with team members and departments.
- Monitored servers and network devices for stability.
- Assisted in router and switch configuration.
- Performed preventive maintenance to reduce downtime.

IT Bangladesh

Position : Junior Support Engineer
Duration : (08/03/2023 – 30/07/2023)

Responsibilities:

- Monitored network performance to ensure system availability.
- Provided technical support and troubleshooting to end users.
- Maintained network security and data protection.
- Managed system updates and technical documentation.
- Collaborated with team members to resolve issues and reduce downtime.
- Delivered hands-on IT training to students as a mentor.
- Conducted basic training sessions to improve user skills and productivity.

SPECIAL QUALIFICATION:

- CCTV installation and monitoring.
- Printer setup and troubleshooting.
- Basic IT training and user support.
- Network management, routing, and switching (Cisco, MikroTik).
- Wi-Fi router setup and network configuration.
- IP addressing and bandwidth management (MTCNA).
- Firewall configuration and basic network security.
- System monitoring and performance optimization.
- Windows Server administration and Active Directory management.
- ERP system implementation, testing, and user support.
- Domain, hosting, and cloud server management.
- Cloudflare setup and management (DNS, CDN, security).
- WordPress management and basic web maintenance.
- VPS setup, configuration, and hosting management.
- Virtualization using VMware, VirtualBox, and Hyper-V.
- Data backup, restore, and disaster recovery management.
- Computer hardware and software maintenance.
- IT asset management and documentation.
- Remote support tools (AnyDesk, TeamViewer) and troubleshooting.
- Social media design, marketing, and YouTube SEO.

EDUCATIONAL QUALIFICATION:

Exam Title	Concentration/Major	Institute	Result	Passing Year	Duration
Bachelor of Science (BSc)	Computer Science & Engineering	Presidency University	Enrolled	2027	3.5 Year
Diploma in Engineering	Computer Science & Technology	Moulavibazar Polytechnic Institute	CGPA:3.30	2023	4 Year
SSC	Science	Shibpur Pilot Govt. High School	GPA:3.78	2019	2 Years

LANGUAGE AND COMMUNICATION SKILLS:

- Bangla: Native / Fluent
- English: Good (Reading & Writing), Fair (Speaking)
- Hindi: Basic (Listening & Speaking)

PERSONAL INFORMATION:

Father's Name : Abdus Salam
Mother's Name : Fatema Akter
Date of Birth : 22-09-2003
Marital Status : Unmarried
Religion : Islam
Blood Group : O+
Present Address : Vashantek, Mirpur 14, Dhaka
Permanent Address : 110/5, Shibpur, Narsingdi

REFERENCE (S):

Name : Md. Arafat Mehedi Hasan
Organization : Metro Knitting & Dyeing Mills
Designation : Manager (IT)
Primary Mobile No : 01733200565
Primary Email : mehedi@metrokd.com
Relation : Professional

Name : MD. MUSHFIQUR RAHMAN
Organization : IT Bangladesh
Designation : Technical Trainer of Networking Technology
Primary Mobile No : 01982672499
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Relation : Academic



Signature