

## Professional Training

**CCNA (Training)**  
Routing & Switching



**HCDA(Training)**  
Routing & Switching



## System Administrative Tools

Microsoft Windows Server 2012

Microsoft Windows Server 2008

## Communication Language

English

Urdu

Punjabi

## Microsoft Windows

Enterprise Desktop Support Technician  
2000, XP, Vista, 7, 8 and 10  
Server 2008 enterprise administrator

## LINUX

Ubuntu

## Other Computer Skills

Hardware Engineering A+

## Graphic Designing Tools

Adobe Photoshop CS5

Adobe Illustrator

Coral Draw X5

# Muhammad Bilal

## Objective

“Seeking a position to utilize my skills and abilities in the Computer System and Networking industries that offers professional growth while being resourceful, innovative and flexible. Willing to work as a key player in challenging and creative environment. “

## Personal Details

<b>Full Name:</b>	Muhammad Bilal
<b>S/O:</b>	Abdul Razzaq
<b>D.O.B:</b>	05-09-1991
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<b>Driving License:</b>	Bahrain Valid Driving License

## Academic Qualification

### ★ B.Sc. (Honor) Computer Sciences

04 years honor degree 130 credit hours

**Specialization:** Networking

From AIOU Islamabad (2010 to 2014)

### ★ I.Cs (Computer, Math, Statistics)

From BISE Lahore (2008 to 2010)

### ★ Matriculation (Science)

From BISE Lahore (2006 to 2008)

# Professional Experience

**Tanveer IT Consultancy**  
Adliya, Bahrain

**ICT Operational Engineer**  
October 2017 Continue

## Introduction of Organization

TANVEER IT Consultancy is an IT Services provider company which deploys his engineers in different Organizations across Bahrain in Govt. and Private Sector. The Organization has highly qualified IT and Telecommunication Professional with extensive experience in GCC.

## Responsibilities

- Maintain a thorough understanding of Local Area Networks.
- Configuration and integration of Cisco Switches.
- Manages Desktop Support such as installation & managing of MS Windows and other desktop applications.
- Deployment of Servers and installation of their applications such as Widows Deployment Systems, DNS, DHCP and Active Directory.
- Managing Hardware like laptop, Printers and scanners.
- Responding to inquiries from staff, administrators, and service providers, site personal and outside vendors to provide technical assistance support.
- Visiting respected clients upon their request and resolved their issues.
- Managing CCTV and Access Control
- Manage ERP system

## Introduction of Organization

JANADA Electronics acts as an authorized agent, distributor and authority on IT & advanced low-current system technology to secure communities, whether for use in the home, corporate or public sphere. Janada Electronics having dealerships of varicose Vendors like Aeztek, Eurofire, Duevi, Actatek, Zeta Hikvision and CP Plus.

## Responsibilities

- Maintain a thorough understanding of Local Area Networks.
- Configuration and integration of Cisco Switches.
- Manages Desktop Support such as installation & managing of MS Windows and other desktop applications.
- Deployment of Servers and installation of their applications such as Widows Deployment Systems, DNS, DHCP and Active Directory.
- Responding to inquiries from staff, administrators, and service providers, site personal and outside vendors to provide technical assistance support.
- Visiting respected clients upon their request and resolved their issues.
- Member of CCTV Team as a Site Engineer.
- Installation and Configuration of Access Control Systems.
- Installation of Fire Alarm.

## Projects Completed in Janada Electronics

- ✓ Successfully deployed the **Client Server based Model** at Janada Office, Zinj
- ✓ Successfully installed the **CCTV System** at Pakistan Urdu School, Isa Town
- ✓ Deployment of **Local Area Network & CCTV** at Institute Jamia of Shaikh Isa Bin Salman, Riffa
- ✓ Deployment & Maintaining of **Desktop Systems** at Aeztek, Um ul Hassam
- ✓ Installed and Configuration of **Access Control & CCTV** at Al Iman School, Isa Town.
- ✓ Deployment and Maintaining of **Servers and Systems** at Collage, Budeya
- ✓ Installation and Configuration of **Access Control System** at **BDF Hospital**, Riffa
- ✓ Installation and Configurations of **Access Control** at Behbahani Brothers, Sitra
- ✓ Installed and Maintaining of **IP CCTV and Access Control** at Koohaji Jewelers, Seef
- ✓ Installation and Maintaining of **CCTV** at Gulf University and Al Hikma School, Isa Town
- ✓ Installed and Configured **Parking Guidance System** at **BDF Hospital**, Riffa
- ✓ Installed **CCTV** at Aramax Offices and warehouses in different locations in Bahrain

## **The Xpert Services**

Lahore, Pakistan

## **IT Officer**

November 2013 to November 2014

### **Introduction of Organization**

The Xpert Services is a company who direct their valued clients to the right and innovative ways of Computer Solutions. Company serves our 8 years' experience of Computer Hardware to clients with quality assurance. The Prime objective is to bring the latest technology with modern techniques and best possible services at their doorstep to gain your trust, confidence and satisfaction.

### **Responsibilities**

- Maintain a thorough understanding of local area networks.
- Configuration and integration of Cisco routers and switches.
- Manages desktop support such as installation & managing of MS Windows and other desktop applications.
- Deployment of Servers and installation of their applications such as Widows Deployment Systems, DNS, DHCP and Active Directory.
- Responding to inquiries from staff, administrators, and service providers, site personal and outside vendors to provide technical assistance support.
- Visiting respected clients upon their request and resolved their issues.
- Member of CCTV Team as a Supervisor.

### **Projects Completed in The Xpert Services**

- ✓ Successfully deployed the **Client Server based Model** at TA Industries Lahore
- ✓ Successfully installed the **CCTV System** at Hira Arms Lahore Pakistan
- ✓ Deployment of **Local Area Network** at Azeem Academy Lahore
- ✓ Deployment & Maintaining of **Desktop Systems** at Azeem Academy Lahore
- ✓ Installed **CCTV** at Dar e Arqam School Lahore
- ✓ Deployment and Maintaining of **Servers and Systems** at Al-khidmat Foundation.
- ✓ Deployment of **Local Area Network** at National Bank of Punjab Lahore
- ✓ Maintaining of **Servers and Systems** at Zahid Packages Lahore
- ✓ Installed and Maintaining of **CCTV** at Punjab College Rawalpindi

## **Technical Expertise of Networks**

- Deployment and Configurations of Cisco Devices (Routers and Switches)
- Design and maintained the LAN Environment
- Hands on Experience in Patch Panels and Structured Cabling Management
- Deployment and configurations of Wireless Routers and Access Point
- Routing Protocols (OSPF, EIGRP) and Switching Techniques (VLAN, STP)

## **Technical Expertise of Systems**

- Installation of Servers and Configurations (MS windows Server 2008 and 2012)
- Installation of Domain Controller, DNS, DHCP and WDS
- Installation and Maintaining of Operating Systems (MS Windows)
- Hands on Experience in Desktop Support such as Back Ups and Software Updates
- Hands on Experience in Computer Hardware Maintenance
- Troubleshoot Microsoft Office and Outlook Configurations

## **Technical Expertise of CCTV**

- Hands on Experience in Installation of CCTV Systems
- Hands on Experience in Cabling and Conduit
- Programming of Analog and HD CCTV DVRs
- Installation and configuration of IP CCTV
- Familiar with various IP CCTV Software like Macroscop

## **Technical Expertise of Access Control**

- Hands on Experience in Installation and Configurations of Access Control
- Hands on Experience in Cabling
- Having Training of Actatek Access Control System

## **Trainings and Courses**

- Microsoft Certified Professional (Server Infrastructure)
- HP Certification in Business IT Management
- CCNA Routing and Switching Training, Corvit Systems
- HCNA Routing and Switching Training, Corvit Systems
- MCSE 2008 Training, NCIT
- Computer Hardware Engineering 6 Months Course, NCIT
- Cisco and Huawei Integration Workshop, Corvit Systems
- Fundamentals of Computer Network 3 Months NCIT