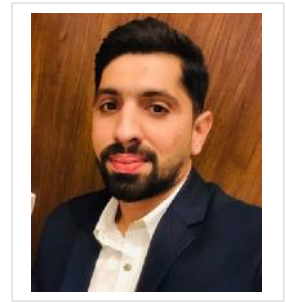# MOHAMMED MUSAIB PATEL

IT/SYSTEMS ADMINISTRATOR

✆ : 00973 39996030

@: musaibpatel1987@gmail.com

Core Competencies

Technical Support

Trouble Shooting

Server Management

Security

Disaster Recovery

Various OS's & Applications

Patch Management

Virtualization – Hyper V, VMware

IT Asset Management

Network Support

Team Building & Leadership

IT Certifications

- CCNA – Cisco Certified Network Associate –
  CISCO ID# CSCO12051089.

Targeting intermediate-level assignments in entire gamut of Information Technology with a reputed organization.

Location Preference: Bahrain/ Saudi Arabia/ Qatar/ UAE

Profile Summary

- A Certified IT Administrator with strong experience in managing server infrastructures and data-center operations across Windows platform. Skilled problem identifier and troubleshooter comfortable managing systems, projects and teams in a range of IT environments. Multi-talented with good all-round technical skills and the ability to develop and maintain close working relationships with other support and development teams. Having the personal drive required to deliver a service that exceeds the expectations of colleagues and end users through a positive, well organized and structured work ethic.

Work Experience

August 2013 – Till date
Al Hedaya Contracting Co. W.L.L. as an IT Specialist; reporting to the General Manager in
One of the leading construction Company in Bahrain

Key Result Areas:

- Installing, configuring and maintaining the Windows based Server system, Computer system and Operating system. Diagnose Hardware, Software faults, solve Technical and Applications problem on the Servers & Clients.
- Configuring and managing services of Windows Server such as Active Directory, DHCP, DNS and Group Policy services etc.
- Managing Files & Folders Security with Access restriction.
- Managing Windows Server Update services.
- Managing and monitoring Daily Backups includes all types of backup.
- Maintain and monitor ERP software and all related components including Backup.
- Managing and monitoring Windows Servers with ILO.
- Installing and Managing Anti-Virus for Servers & clients (Kaspersky) includes deploying policies & services.
- Monitors potential Malware/ Ransomware Threats, vulnerabilities and implementing appropriate courses of action.
- Configuring Microsoft Outlook for end users.
- Maintaining and Monitoring the Fortigate Firewall (Fortigate 80D).
- Installation and configuration of Wireless Devices such as Routers, Range Extenders and Access Points.
- Installation and configuration of CCTV system.
- Ensuring the smooth running and maintenance of the IT systems.
- Maintaining and Managing of client workstations through site visit as well as taking access remotely.
- Managing and tracking the full IT asset, license, and maintained life cycle, from procurement to retirement.

Education

- Bachelor of Engineering from Visveswaraya University, Anjuman Engineering College, India in 2010.

Personal Details

Date of Birth: 21st May 1987
Languages Known: English, Hindi & Urdu
Passport No.: J3000498
Marital Status: Married
No: of Dependents: 1
Visa Status: Employment
Nationality: Indian
Driving License: Bahrain, India

Significant Accomplishments:

- Purchased of IT equipment's and software's in line within agreed budgets.
- Responded to and resolved fast and accurate troubleshooting of IT issues from employees.
- Brought changes in Manual filing system to E-filing by deploying ERP system (Data Management).

July 2012 – August 2013
Concentrix Technologies Pvt Ltd, Bangalore, India as
Technical Support Engineer; reported to the Team Leader/ Floor Manager

Role:

- Troubleshooting the issues related to the Wireless Routers, Wireless Network Adapters/Cards, Wireless Bridges, Wireless Access Points, Wireless Entertainment Bridges, Wireless Range Expanders and etc.
- Assisting end users with the Basic and Advance settings of the wireless Routers such as accessing the camera and the system remotely via Router.
- Assisting end users with the configuration of the wireless Routers.
- Creating Tickets for individual customers and troubleshooting all the issues related to the wireless Devices.

August 2011 – January 2012
Safa's Internetworking Pvt Ltd, Bangalore, India as System Support Engineer; reported to the IT Manager

Role:

- Managed users, user permissions and creating folders for the users, applying disk quotas for the users, managed Files and Folder security.
- Maintained & managed of Windows based Server Environment.
- Configured and managed Active Directory.
- Managed and monitored of daily backups.
- Assembling desktops and troubleshooting hardware.

References: Available on Request.