

**RESUME**  
**OF**  
**ASADUL ISLAM**



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### **Career Objectives:**

To grow in a progressive organization as an Engineer where enhanced educational skills can help in achieving the goals of the company. To work in responsible position where I could use my interpersonal skills. Creativity and above all my learning experience in order to develop my career as well as to contribute in the **I.T.** sector.

### **Career Summary:**

I am a hardworking and dedicated IT professional with Over 6 years of experience managing and maintaining IT infrastructure. My expertise spans hardware, software, networking, and system security, with a focus on ensuring operational efficiency and user satisfaction. I possess strong analytical thinking, creative problem-solving abilities, and the capacity to manage multiple tasks effectively under pressure.

### **Working Experience:**

<b>Company Name</b>	: Interstoff Group (Knitting Unit)
<b>Designation</b>	: Junior Executive
<b>Duration</b>	: 1 <sup>st</sup> August 2019 to Till Now.
<b>Department</b>	: Information Technology (IT)
<b>Company Location</b>	: Gohailbari, Shimulia, Savar, Dhaka

### **Duties/Responsibilities:**

- Managed and maintained the organization's IT infrastructure, ensuring smooth operation of hardware, software, and networking systems.
- Installed and configured software, hardware, and network systems, optimizing the organization's technical capabilities.
- Provided comprehensive technical support and training to end users, resolving issues promptly and ensuring high system efficiency.
- Configured and maintained NVR/DVR systems, IP cameras, and PABX / IP Phone networks for surveillance and communication needs.
- Performed routine system maintenance, updates, and virus scans to ensure the health of IT systems.
- Maintained accurate records of IT inventory and network devices, ensuring all assets were accounted for and functioning properly.
- I can collaborate with various departments to assess IT needs and provide appropriate solutions.

## Skills:

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### IT Infrastructure Management:

- Managing hardware, software, and networking systems.
- Developing IT policies for security and efficiency.
- Performing system updates, virus scans, and backups.

### Networking:

- Mikro-Tik configuration and LAN/WAN management.
- Network maintenance, monitoring, and troubleshooting.
- Managing server and network device records.

### Technical Support:

- Troubleshooting hardware and software issues.
- Providing user training and support.
- Managing IT inventory.

### Hardware and Security:

- Installation and troubleshooting of PCs, printers, routers, and scanners.
- Implementing network and data security measures.

### Surveillance and Telephony Systems:

- Installing and troubleshooting NVR/DVR systems, IP cameras, and PABX/IP phones.
- Operating and maintaining PA systems.

### Access Control and Documentation:

- Managing attendance and access control systems.
- Maintaining IT documentation and security protocols.

### Operating Systems:

- Proficient in Windows XP, 7, 8, 10, 11, and Linux.

### Additional Skills:

- Basic AutoCAD design (2D).
- Researching emerging technologies for improvements.

## Academic Qualification

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Degree	Institute	Department	Duration	Passing Year	Result
Bachelor of Science (B.Sc.)	Sonargaon University	Computer Science & Engineering (CSE)	4 Years	2025	CGPA 3.75/4.00
Diploma in Engineering	Sylhet Polytechnic Institute	Computer Technology	4 Years	2019	CGPA 3.04/4.00
Secondary School Certificate	Shajanpur High School	Business Studies	---	2015	GPA 4.83/5.00

## Professional Achievements

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**Institute** : Algo-Tech Solution Ltd. [Internship]

Course Name : CCNA Routing & Switching

Duration : 3 Month

Location : Sector 4, Uttara, Dhaka.

**Institute** : Coursera

Course Name : Google IT Support Professional Certificate

Duration : 6 Month

Location : Online Course

**Institute** : Coursera

Course Name : Google Cyber security Professional Certificate

Duration : 6 Month

Location : Online Course

## Language Proficiency:

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Language	Reading	Writing	Speaking
Bangla	Good	Good	Good
English	Medium	Medium	Medium

## Personal Information:

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Name : Asadul Islam

Father's Name : Helal Uddin

Mother's Name : Mamataj Begum

Date of Birth : 03-02-1999

Gender : Male

Marital Status : Unmarried

Nationality : Bangladeshi

Religion : Islam

Height : 5.4"

Weight : 78 kg

Blood Group : A<sup>+</sup> (ve)

Permanent Address: Chararvrita,Shajanpur,Gopalpur,Tangail.

## Reference:

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**Mr. Raihanul Islam (Rasel)**

Deputy Manager - IT

Interstoff Group - Chandora, Pollibiddut,Kaliakoir,Gazipur.

Contact No: 01717-785230

## Declaration Authenticity:

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"I, the undersigned, hereby declare that all the information provided in this document is accurate, complete, and true to the best of my knowledge and belief. I understand that any false or misleading information may lead to disqualification or other consequences. I take full responsibility for the accuracy of the details presented."



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Asadul Islam

Date:        /        /