

SHAHBAZ ALI MIKRANI

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SUMMARY

I am seeking a challenging position in your esteemed organization where I can utilise my technical liaison and coordination skills to improve operations and contribute to the company's growth.

WORK EXPERIENCE

Computer Expert- Elite Design and Build Pvt. Ltd, Nepal

NOV- 2022 - Present

- Handled detailed IT services, such as software installation, system configuration, and hardware diagnostics for over 50+ employees from different departments.
- Handled local networks and the internet connection to ensure minimum downtime and disruption in workflows.
- Imposed system security such as firewalls, antivirus software, and backups to ensure no loss of company data.
- Handled technical support and in-job training of the employees, boosting digital literacy and workflow effectiveness.
- Assisted maintained the company's up-to-date digital assets, such as file management systems and project management tools.
- Collaborated with the management team to identify and recommend enhancing technologies and new software solutions that would facilitate operations.

INTERNSHIP AND WORKSHOP

- International Model United Nations INTERNSHIP ON JUNE 2020 –JULY 2021 VIA INTERNSHALA.
(As Social Media Marketing)
 - Machine Learning Workshop via SANDS CENTRE FOR INNOVATION AND TESTING PRIVATE LIMITED, Chennai, MAR -2019
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EDUCATION

BHARATH INSTITUTE OF HIGHER EDUCATION & RESEARCH
Bachelor of Technology in Computer Science Engineering

JULY 2018 - MAY 2022

DR. ZAKIR HUSSAIN HIGH SCHOOL /+2HIGH SCHOOL
+2/ Higher Secondary

JUNE 2015 - AUG 2019

CERTIFICATE OF COURSE COMPLETION

- CompTIA Security+ (SY0-601)
- Introduction to Ethical Hacking inHindi
- Introduction to Cyber Crime
- Types of Cyber Security
- Programming Basics
- Introduction to Cyber Security
- Introduction to Generative AI

COMPUTER SKILLS

- Installation of Operating System, application software, assembling and general fault finding of software, & and hardware.
- Troubleshooting and installation of computer Peripherals, and hardware.
- Technical knowledge and proficiency in system administration, operating systems, and Windows (All versions).
- Demonstrated problem analysis/ resolution skills, and ability to troubleshoot, and solve problems.
- MS Office 2007, 2010, 2013, 2016, 2019, 2024.
- Mobile Configuration & installing IOS –iPhone and Android.
- Troubleshooting on Arduino uno
- Software Support with Any Desk, Team Viewer and Quick Support

PROGRAMMING LANGUAGE

Basic Python	Basic C Language	Basic C++	Basic SQL
HTML	CSS	LINUX	

ADDITIONAL

- **Language** :- English, Nepali, Hindi, Urdu.
- **Soft Skills** :- Good verbal and written communication, Ability to work hard, Creative & self confident, Positive approach thinking.
- **Hobbies** :- Playing Cricket, Listening music, Reading News, internet surfing.