ELNUR AHMETASEVIC
CURRICULUM VITAE

Personal Data	**DOB:** February 2nd ,1976
	Address: Albina Herljevica 14/50, 75000 Tuzla, Bosnia and Herzegovina
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	LinkedIn profile: http://ba.linkedin.com/pub/elnur-ahmetasevic/18/8a8/94/
Career Objective	To become associated with a company where I can utilize my skills and gain further experience while enhancing the company's productivity and reputation
Strengths	**Results driven, Innovative/ out-of-the-box thinker, Team player, Self-Learner/ Starter**

Education & Qualifications

1990-1994 **Graduate Technician of electronic and telecommunication** (4+ years)

- **Cisco Networking Academy® Alumni (2014), Cisco Certified Network Associate**
- **Certificated Fluke networks Certified Cabling Test Technician™CCTT–Fiber Optic**
- Successfully completed **PANDUIT™** Registered Installer Training Program / **PANDUIT PAN-NET™ Network Cabling Systems**
- **AutoCAD™**– Professional trainings – Fundamentals and Advanced techniques of Technical 2D Graphics
- **CANON™** technician training for installing and maintenance printers and copy machines
- Completed training for the development and installation **Photovoltaic panels and collectors**
- **KBR Training** – **Code of business conduct**, Ethics Training, **STEAM - MAXIMO**, **Property Management**, additional IT related training through **KBR University**
- Driver License B&C category

Professional Experience & Projects

11/2011- Present **Tuzla, Bosnia and Herzegovina**

- Voluntary work for University of Tuzla (Optical Infrastructure of University of Tuzla)
- Self-employed: Provide IT support to various customers
- Continued with professional development – education:
  - Completed **Cisco Networking Academy®**
  - Completed **AutoCad™** Professional Training
  - Completed Business, Management, Marketing and Financial operations training
  - Completed training for the Photovoltaic Technology/ solar panel and collector manufacturing and installation

10/2008- 11/2011 **"Kellogg Brown & Root Services, Inc."** **Tallil (COB Adder) - Iraq**

INFORMATION TECHNOLOGY DEPARTMENT

IT Desktop and Network Technician II **(3+ years)**

- Provide functional guidance, supervision, technical support, training and quality assurance/quality control to associate and intermediate personnel (**Supervising a team of TCN-s inside Tallil IT Department – four persons**)

- Providing **Desktop support** - Perform hardware installation, de-installation, moves, add-ons and changes (**support for 356 Brand name Desktop computers** and **346 Laptop Computers** for approximate **800 users** throughout the site)
- **Remote Desktop & Assistance** to troubleshooting and resolving customers problems
- Installation, setup and maintenance of **various types of software**
- Troubleshooting **Microsoft Office™ Applications**
- Installing Common Operating Environment (COE) to desktops and laptops
- Perform **Department of Justice** (**DOJ**) forensic backup and **Corporate Asset Travel** (**CAT**) backup and images
- Migration of **End-user data** and making backups if needed

Professional Experience & Projects	- Providing Full **Reprographic Support - Troubleshooting, Maintenance and configuring network printers / copiers / scanners** for COB Adder T1 and five nearby camps (267 **Hewlett Packard**™ Multifunction Printers) - Includes the following: Installing, Configuring, Optimizing, Upgrading printers and scanners - Identify symptoms, Review device error codes, computer error messages and history - Using appropriate generic or vendor-specific diagnostic tools including web-based utilities - Review service documentation, define and isolate specific cause and apply fix - Perform monthly maintenance checks on existing Reprographic equipment and perform repairs as needed - Providing **Network Support - Installed and managed Cisco™ switches and bridges** (106 Cisco™ Switches, 33 Cisco™ bridges, 9 Cisco™ Sectional Antennas on four towers) for main base - Support installation, terminating, testing, toning, labeling, integration, maintenance (including **fusion splicing**) of aerial, underground multi-purpose communication cables which includes **coaxial, copper and fiber optic cables** - work on client/server based local and wide area networks (**LANs and WANs**) - Work with fiber optic and copper multiplex equipment, patch panels, main and intermediate distribution frames and power connections - Meet strict **service-level agreement (SLA)** targets - Monitor and test network performance and provide network performance statistics and reports - Installed **Cable TV systems** - Flash **Motorola™** radios - Work with management to define appropriate **standards, policies, procedures**, software tool sets, and supporting peripherals to facilitate the management, accountability, functionality, and security of systems - Maintain timely and accurate helpdesk records using the **ticket management system Get IT**, **ST@RT**– **Service Ticket System** - Keep service call status and customers updated of progress - Working with the *IT Asset* **Management** (Corporate Assets, GP Assets, Non-GP Assets) - Serve as **primary and secondary custodian** for IT department - handling material and property duties, help organize and improve internal property and materials procedures **Proper storage and stock control**, automated system control (**STEAM-MAXIMO**) - Maintain **inventories** for site equipment to include test equipment - Materials and **equipment ordering** for project needs for client and customers - Help implement and improve **Safety regulations** - Protect organization's value by preserving the **confidentiality of information** - Ability to **work independently as well as cooperatively** in a team-oriented environment - Providing of the **daily and weekly reports** to the IT Supervisor or IT Manager - Participated in T1(Tallil), T2(Cedar), T3(Scania), T5(Harper) and T6(Garryowen) Base closure **03/2007- 10/2008 "Kellogg Brown & Root Services, Inc." Kandahar, Sharana, Kabul - Afghanistan** **MATERIALS DEPARTMENT** **Warehouseman Materials** As a Warehouseman in Materials Department, I was responsible for the Warehouse Operation at 2A KMTC (Camp Alamo-Kabul) in accordance with the Government Property Control Procedures, which included the following: - Implementation of the **KBR Safety regulations and procedures** - Proper **receiving and issuing** of the US Government material and property - Over one year working knowledge's in STEAM - Accurate **inventory** (10% inventory, 100% inventory) and location survey - Proper **storage and stock control**, automated system control (**STEAM-MAXIMO**) - MRR and issue documents creations in STEAM-MAXIMO

Professional Experience & Projects	- Knowledgeable in **MSDS & SAP catalogue/BUGSEYE** - Responsible for **archiving file** checks - Blank fields updating in STEAM on daily basis - Manage **Cross Level** between sites and providing necessary documents **Processing** of the stock requisitions, **SO & ACL** and customer requirements. This includes reviewing documentation for accuracy and providing explanations as required - Proper **identification and tracking** of the US Government Property items - Proper **disposition** of the US Government material and property - Responsible for safe, effective and efficient movement and preparations of the shipping documents for all US Government Property - Providing of the **daily and weekly reports** to the Warehouse Manager - Other duties that are related to the proper functioning of the Warehouse

01/1997- 03/2006   "OPTIMA-OR d.o.o. Sarajevo, Branch Tuzla " Tuzla - Bosnia & Herzegovina

IT COMPANY

… specialized for sales, support and maintenance on all accessories, hardware's and software's based on PC technology …

IT Solutions & Supervisor/ Technician of IT and office equipment *(9+ years)*

- Responsible for **computer hardware assembly, software installation, troubleshooting, and maintenance**, with special emphasis on compatibility testing (hardware, software)

- **Planned and installed network infrastructures from scratch**, PANDUIT PAN-NET™ **Network Cabling Systems**, perceiving building structure, drawing up the plans for computers net, establishing knots points (IDF - Intermediate distribution facility), preparing building for cable placing, cable placing (UTP CAT5e), placing connection points and connectors for cables, linking of knots points in one totality (MDF - Main distribution facility), prepared server room, patch panels, using switches and routers, net testing

- Installed and managed **3Com™**, **D-Link™, Linksys™** and **Thomson Speed Touch™** routers and switches

- Worked with small business and education clients to develop computer related equipment requirements for new facilities

- **Install and maintenance all kind of hardware and software** in the company (10-800 employees), acquiring, assembling and installing server and workstation's, latest server completed with ATA RAID-5 Controller, and installed Windows 2000 Server

- Service and maintenance of brand name computers as **IBM**™ (workstation and server), **DELL**™, **HP/Compaq**™, **Olivetti**™, **BULL**™, **Fujitsu/Siemens**™

- Repair and maintenance **Hewlett Packard**™, **Canon™, Olivetti™, Brother™, Epson™, Lexmark™, Xerox™** , **Panasonic™** printer, copy and fax machines…

- Repair damage hard drive with different programs (if possible)

- **Responsible for ordering and receiving** IT equipment/material from outside suppliers

- **Stocks received materials**, as well as completed products and assemblies from In-house production

- **Delivers components and products** to costumer. Inspect and verify incoming equipment/materials against invoice or other documents, records shortage, reject damaged equipment/material, perform cycle inventory controls

- **Meeting company standards** pertaining to quantity and quality of work performed on an ongoing basis, performing all work related tasks in a manner that is in compliance with all company policies and procedures (ISO 9001: 2000 Certificate)

- Adhering to company policies, procedures and directions regarding standards of workplace behaviors in completing job duties and assignments

Languages	English, Bosnian, Serbian and Croatian
References	Available upon request