Mohamed Mostafa Elsayed
10 Soliman Mahmoud St. Apart #(9) – Cleopatra – Alexandria, Egypt
Building 11 Neighboring 6 Apart #(23) – District 11, 6th October – Giza,Egypt
Cell Phone: +2 011 0110013
E-Mail: nooralex@gmail.com

Dear Sir / Madam,

In my endless commitment to enhance my knowledge and enrich my career path, I would like to have the opportunity to expose myself to new challenges by adding more academic and practical knowledge.

Aiming at joining a reputable Organization, to keep up with the standards of excellence acquired.

I'm approaching your eminent organization to suit myself in a capacity that matches my previous experience and adds more challenges to my career path.

In the attached resume, a comprehensive outlook is disclosed to highlight all what I've been through during 15+ years of experience working with Microsoft Windows Systems and 8+ years of experience working with Linux Red Hat & Fedora Systems, System analysis and design, computer training, Strategic planning, Customer relations, and operations management. Extensive experience in all LAN/WAN topologies, network administration ,E-Mail and Internet systems. Software development methodology and practices, Web, Internet, Intranet, Distributed Application client/server, object-oriented analysis and design, data modeling, and database design and Administration. and Outsourcing IT Services, hoping that it will fulfill your requirements.

Respectfully yours,
Mohamed Mostafa Elsayed

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Objectives:

Interested in challenging and exciting position as IT Manager or IT Consultation where I can fully utilize, develop and add on to my previous experience and potentiality.

Working Experience:

[August - 2011: Till Now]   NOORALEX Co. - Integrated IT Services and Solutions for Business

Managing Director

- Outsourcing IT Consultation and Support.
- Provide the right IT solution at the right time for business.
- Managing a single project to completely outsourcing IT technology for our clients.
- Make recommendations for changes to settings or configurations to improve network performance and efficiency.
- Make technology manageable, scalable, and accountable to management goals and business objectives.
- Develop Outsourcing IT strategy.
- Manage, control and motivate the staff.
- Researching and evaluating new technologies.

[August - 2009: Jul - 2011]   AL-Masry Al-Youm Newspaper

IT Manager

- Develop IT strategy in support of the Newspaper's mission and core objectives.
- Manage information technology, Connectivity, Work Flow and computer systems at Head Office, Branches, Alexandria Office and Print House Site.
- Ensure technology is accessible and equipped with hardware and software.
- Monitor and maintain technology to ensure maximum access.
- Manage, control and motivate the staff of the Information Technology department.
- Responsible for researching and evaluating new technologies.

[June - 2003: June - 2009]   AL-WASEET for Advertising and Publishing (Egypt)
                                                   Member firm of AL-WASEET International (AWI)

Egypt IT Manager

- Managing IT Administrators Team of Waseet Egypt at (Alexandria, Delta, Upper Egypt and Cairo), and Full Support for Waseet Sudan at Khartoum and Waseet Nigeria at Lagos.
- Perform all supervisory responsibilities associated with the IT department including employee related issues. Enforce company policies and procedures as a member of management for all employees. Establish and maintain effective professional working relationships with co-workers, and every level of management. Provides for training and career development to direct reports.
- Cognizant over the ERP system with emphasis on Finance, Sales & Distribution, Materials Management and Production Planning.
- Maintain technical expertise over Infrastructure (Servers, Networking, Active Directory, etc).
- Develop annual budgets and monitors the actual spend to ensure cost containment. Forecast costs, equipment and personnel needs for projects and programs.
- Continuous improvement of IT processes and procedures to streamline operations reduce costs and improve the end user's productivity & experience.
- Asset management, evaluation and approval for all software and hardware for the organization.

- Responsible for maintaining an IT system's Disaster Recovery (DR) plan and assume a leadership role in the location's DR planning process.
- Establish and maintain relationships with contractors and equipment suppliers.
- Administer and Maintain database system "Fire Bird Database on Linux Fedora Server".
- Administer and Maintain CIC VoIP system "ININ" on MS 2003 Server with MS Exchange.
- Developed and implemented information systems security technology.
- Upgraded systems to improve support and reduce paper work.
- Administer the Virtual Private Network (VPN) between Cairo Head Office and all of (Alexandria Main Office & Downtown Office, Ouboor Office, Maadi Office, Zamalek Office, Delta Branch and Upper Egypt Branch).
- Maintain Production Department system "Apple" for posting Classified Ads and creating commercial Ad's.
- Responsible for Internal Telephone System (NORTEL-NORSTAR & CIC V0IP Telephone System for Call Center).
- Act as a technical consultant regarding all affairs in the branches.

IT Administrator at Waseet Alexandria Branch
- Outsourced PC/LAN support and improved the global communications infrastructure.
- Having a parallel job which is maintaining the computers and internal network devices in main branch:
- Troubleshooting LAN connectivity problems, hardware issues, computer, printer, and other peripheral problems.
- Original IBM Servers with Linux Red Hat 9.0 Server & Firebird Relational Database.
- Computers and Laptops with MS Windows XP Pro. and Laser Network Printers.
- Apple Macintosh Server with Mac OS X 9 and Apple Macintosh G4's with Mac OS X 10.
- Administer the Virtual Private Network (VPN) between Alexandria Main Office and all of (Downtown Office & Cairo Head Office).

[May - 2002: May - 2003]   New PC Planet Company

Technical Manager

- Managing Technical team that consists of 9 Technical's on the pay roll and 4 part-time Technicals.
- Selecting, developing and evaluating the department staff.
- Planning Bounds and incentive program.
- Organizing marketing campaigns.
- Assisting the general manager as a member of management team.
- Install The Local Area Network (LAN) at DE BIRS YACHTS with MS Windows 2000 Server and Control & following up the networking, also I was responsible for adding, removing and monitoring user accounts and responsible for main Server.
- Responsible for Maintenance contract at many companies.

[Dec - 2000: Apr - 2002]   Da-Mool Telecomm. Egypt Co. Ltd. (DMTC Egypt Ltd.)

Computer & Communication Section Manager

- Selecting, developing and evaluating the department staff.
- Organizing the work flow and the relations between departments.
- Developing and maintaining systems documentation.

Network administrator & Computer Instructor

- Installed The Local Area Network (LAN) with MS Windows 2000 Advanced Server and Control & following up the networking, I was also responsible for adding, removing and monitoring user accounts as well as the main Server .
- Responsible for managing training & testing center.
- Hardware & Software Maintenance.

[Sep. - 1998: Nov – 2000]   ALEXNET I.S.P. Co. (Internet Service Provider)

<u>Executive Manager of ALEXNET Branch at SEMOUHA Club</u>
- Managing company branch at Semouha Club that holds 12 employees on the pay-roll.
- Selecting, developing and evaluating the branch staff.
- Assisting the general manager as a member of management team.

<u>Network administrator</u>
- Administration of Routers, communications links, office and Data Center network.
- Managing Servers Backup and disaster recovery/system failure preparations.
- Responsible for adding, removing and monitoring user accounts in the internet and responsible for main Server with Windows NT 4.0 Server.
- Install The Local Area Network (LAN) for N.T.C with MS Windows 2000 Professional and Server and Administering the network (Troubleshooting, Acknowledged information to users, Backup system ...etc) .

<u>Customer & Technical Support</u>
- Ability to be "On-call "all time.
- Responsible for Training new employees (Customer Support, Technical Support).
- Responsible for Training new employees on word processing and secretarial work on Microsoft Office in general (Windows, Word, Excel, Power Point and Access).

B.M.C. Computer Center

<u>Computer Instructor & Assistant General Manager</u>

Teaching the following courses:

- Hardware & Software Maintenance.
- Internet usage in general and
- Design Web pages using HTML.
- Networking.
- Training new employees with word processing & secretarial work on MS Office in general.
- From: June, 1995 To : October, 1995   at Faculty of Agriculture .
- From: June, 1997 To : October, 1997   at Faculty of Law .

- MS Dos 6.x & Windows 3.x, 95, 98, NT.
- MS Word (2, 6, 97) & MS Excel (5, 97)
- MS Power Point 97 & MS Access 2, 97
- Programming Language (Basic, Pascal, C).

Education:

B. Sc. of Agriculture – Engineering section - Alexandria University, Egypt   1997
Secondary School - OKAZ School - Taief – KSA   1993

Professional Certifications:

- Microsoft Certified Application Developer (MCAD) For Microsoft .NET   Oct 1, 2006
- Microsoft Certified Database Administrator (MCDBA) Microsoft SQL Server 2000   Jun 17, 2006
- Microsoft Certified Systems Administrator (MCSA) Microsoft Windows Server 2003   Jun 17, 2006
- Microsoft Certified Professional (MCP) Developing XML Web Services and Server Components   Oct 1, 2006
  with Microsoft Visual Basic .NET and the Microsoft .NET Framework
- Microsoft Certified Professional (MCP) Developing and Implementing Web Applications with   Sep 23, 2006
  Microsoft Visual Basic .NET and Microsoft Visual Studio .NET
- Microsoft Certified Professional (MCP) Installing, Configuring, and Administering Microsoft SQL   Jun 17, 2006
  Server 2000 Enterprise Edition
- Microsoft Certified Professional (MCP) Installing, Configuring, and Administering Windows XP   Jun 14, 2006
  Prof.
- Microsoft Certified Professional (MCP) Planning and Maintaining Win. Server 2003 Network   Jun 11, 2006
  Infra.
- Microsoft Certified Professional (MCP) in Designing and Implementing Databases with   May 22, 2006

Microsoft SQL Server 2000 Enterprise Edition

• Microsoft Certified Professional (MCP) in Implementing, Managing, and Maintaining Windows Server 2003 Network Infrastructure	May 15, 2006
• Microsoft Certified Professional (MCP) Managing and Maintaining Window Server 2003 Environment	Apr 22, 2006
• Microsoft Certified Professional (MCP) in Implementing and Supporting WinNT 4.0 Server.	Dec 28, 1999
• Microsoft Certified Professional (MCP) in Implementing and Supporting WinNT4.0 Workstation.	Jan 5, 2000
• BRAINBENCH Certified in High IT Aptitude Professional.	May 10, 2000
• BRAINBENCH Certified in TCP/IP Administrator.	May 15, 2000
• BRAINBENCH Certified in MS Windows 2000 Desktop Administration.	Sep 21, 2000
• BRAINBENCH Certified in Microsoft Windows NT 4.0 Workstation Administrator.	Feb 29, 2000
• BRAINBENCH Master Certified in Computer Fundamentals (Win 95/98).	Sep 24, 2000
• Thomson Prometric Testing Center Certified Authorization Test Center Administrator Site Code EGJ.	Feb 12, 2002
• Competent Manager Training Course (Strategic Service Management, Management by Objectives, Effective Leadership Skills) "Arbah Co."	Oct, 2004
• Advanced Management Skills "IMI International Company for Human Resources and Management Services"	May 13, 2011

Training Courses and Seminars Attended:

- C & Pascal Programming and applications.
- Management Information Systems (IS , MIS).
- Digital Logic.
- Data Structure and Algorithms.
- Database Management.
- Database applications (Oracle).
- Overview of Exchange Server 5.5.
- Competent Manager Training Course (Strategic Service Management, Management by Objectives, Effective Leadership Skills)
- Enterprise IT Operational Efficiency and Productivity.
- Microsoft Management Solutions and Enterprise Project Management.
- Communication and Collaboration Solutions with IRM/RMS Technology.
- Business Process Management.
- Installing and Configuring windows 2000 server & advanced server.
- MS Windows NT 4.0 network administration and Server enterprise technologies.
- MS Windows 2000 network and operating system essentials.
- Basic Soft Skills (Plan your own Development, Understanding Leadership, Project Management, Persuading with Numbers, Preparing Presentation, Giving Presentation, Report Writing, Working in Teams, Starting the Sales, Creating your Sales Plan)
- Managing and Maintaining a Microsoft Windows Server 2003 Environment (MOC 2274,2275) .
- Implementing, Managing, and Maintaining Win. Server 2003 Network Infrastructure (MOC 2276,2277) .
- Planning and Maintaining a Microsoft Windows Server 2003 Network Infrastructure (MOC 2278) .
- Implementing and Supporting Microsoft Windows XP Professional (MOC 2272) .
- Querying and Programming MS SQL Server 2000 (MOC 2071,2073) .
- Administrating MS SQL Server 2000 (MOC 2072) .
- Programming with Microsoft Visual Basic .NET & ADO .NET (MOC 2373, 2389) .
- Developing Microsoft .NET Applications for Windows (Visual Basic .NET) (MOC 2565) .
- Developing Microsoft ASP.NET Web Applications Using Visual Studio .NET) (MOC 2310) .

Skills & Characteristics:

- Proactive, energetic, self-directed, hard worker with strong communications and leadership skills.
- Stay abreast of the latest developments in IT technology and remain highly technically competent.
- Ability to handle and prioritize multiple tasks.
- Consistently able to achieve noteworthy results in an ever-developing business environment.
- Ability to work well in a busy environment.
- Correspondence abilities, trouble shooting and ability to work under pressure.
- Excellent verbal and written communication skills.
- Problem analysis and troubleshooting.
- Very Good knowledge of Microsoft Windows based environment.
- Excellent TCP/IP Networking Knowledge.
- Laptop and PC installations with user software's and maintenance.

- Good understanding of relational databases.
- Good Knowledge about Voice Over IP (VOIP) and SIP Telephone systems.
- Administration of Linux/Mac/Windows NT/Windows 2000 & 2003 Machines.
- Using Apache, PHP, ASP, Fire Bird/Inter base, SQL Server 2000, .NET 2003 & 2008.

Languages:
- Arabic: Mother tongue
- English: Very Good Spoken & written

Personal Data:
Date of Birth: September 13th, 1976
Nationality: Egyptian
Military Service: Exempted
Place of Birth: Alexandria, Egypt
Marital Status: Married having one child

References:
To be furnished upon request.