

# Raheem Shah

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## Summary

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As an experienced IT Engineer, I have a strong focus on desktop support and expertise in Azure Active Directory. I am skilled at providing tailored solutions and exceptional customer service, communicating technical information in a clear and concise manner. My proficiency in managing user identities and access enables me to implement effective security protocols to safeguard sensitive information and assets. Additionally, I have a deep understanding of directory services, user access, and authentication. Committed to continuous learning and staying up-to-date with the latest IT trends, I am dedicated to delivering exceptional technical support and making a meaningful impact in the industry.

## Education

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### University of Surrey | Guildford

MSc Information Security

September 2022 – Present

As a proactive first-year student, I am passionately delving into the fascinating realms of information security and cybersecurity, seeking to expand my expertise and make a meaningful impact in the field.

### University of Brighton | Brighton

BSc (Hons) Software Engineering

September 2019 – July 2022

Achieved a commendable 2.1 Upper-Class honours degree, reflecting strong academic performance and dedication to the field.

## Technical Skills

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|---------------------|---------------------|--------------------|--------------------|
| • Java              | • Javascript        | • Remote Support   | • HTML             |
| • End User Training | • Ticket Support    | • Active Directory | • Microsoft Office |
| • Report Skills     | • Salesforce        | • macOS            | • WindowsOs        |
| • Problem-Solving   | • Critical Thinking | • Tech Support     | • Leadership       |

## Professional Experience

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### **Zoonou LTD | Eastbourne**

*Test Analyst | Summer Placement*

June 2021 – September 2021

- Conducting thorough testing of assigned applications to ensure optimal performance and functionality
- Developing and implementing test processes, encompassing the design of test cases and required deliverables
- Identifying and documenting issues encountered during testing using issue-tracking tools such as Jira and Trello
- Collecting, analysing, and interpreting relevant data throughout the testing process to generate insightful metrics
- Providing comprehensive daily status updates, including detailed metrics and key observations for continuous improvement

### **Desk Support | Personal Work**

*Technical Desk Support*

August 2018 – Present

- Provided exceptional technical support to end-users, diagnosing and resolving hardware issues with desktops, laptops, printers, and other peripherals.
- Managed hardware inventory, ensuring that all equipment was available and functioning correctly, and assisted in procuring new hardware.
- Maintained accurate documentation of technical issues, resolutions, and service requests.
- Followed established procedures for troubleshooting, repairing, and replacing hardware components, minimizing downtime and maximizing system availability.
- Communicated effectively with end-users to provide technical assistance, training, and support, building positive relationships.
- Stayed up-to-date with the latest hardware technologies, and continuously learned to ensure optimal performance and service delivery.
- Adhered to IT support policies and procedures, ensuring compliance with industry best practices and standards.
- Providing top-quality 1st line support
- Taking ownership of incidents, requests and problems
- Ensure all modes of customer contacts are responded to – Telephone calls and Emails, Self-Log
- Providing a first-class level of service by meeting or exceeding contractual SLAs, KPIs and Customer Satisfaction
- Ensure the highest level of troubleshooting is applied to every customer contact made through the use of agreed scripts and processes
- Recording and maintaining the knowledge and known error database Managing incidents, requests and problems

## **Additional Information**

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- Entrepreneurship: Founded Fluorescent Ideas, specializing in web and app development for personal and commercial use.
- Fitness: 12+ years in boxing and gym workouts.