Talha Jamil
IT Administrator

To advance my professional carrier in IT field and with the help of my skills provide best solutions to my employer.

Contact

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🏠 Riyadh, Saudi Arabia

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in linkedin.com/in/talha-jamil-937b3b32

Education

2015
Masters in Information Technology
University of Lahore

2011
Bachelors in Commerce
Elite College of Commerce

Course

CCNA(Full Track)
Corvit Systems

CCNP(Full Track)
Corvit Systems

Expertise

- HTML5, CSS3, JavaScript
- React, BootStrap, Node, Express
- MySQL, MongoDB, Firebase
- Charts, Lodash, GSAP, MaterialUI
- Wordpress
- RESTful API, GraphQL
- Vercel, Netlify, Heroku
- PSD to HTML5, SEO

Experience

2018 - Present
Integrated Contracting Company | Riyadh, Kingdom of Saudi Arabia

System Administrator

- Monitored daily backups, antivirus status, shared storage space and network activity, adjusting network equipment and settings as needed.
- Designed, managed and maintained active directory and group policies.
- Developed and supported custom backend software for use of job tracking, inventory, shipping and workflow management.
- Excellent troubleshooting and customer service skills to quickly meet their needs.
- Configured and deployed desktop hardware and software into the new network environment.
- Supported and maintained LAN/WAN and related equipment.
- Diagnosed and resolved all network related issues.
- Created and made changes to end user accounts.
- Configured end user devices such as laptops/desktops, printers and shared office equipment.
- Performed troubleshooting of end user security, also hardware and software technologies and providing appropriate solutions.
- Managed Switches and Routers for network operations, utilizing network monitoring tools to optimize network efficiency.
- Responsible to make attendance sheet, vacation requests, payroll sheets, petty cash, reimbursement sheets, payment requests, payment vouchers and medical insurance.
- Make recommendations for future upgrades in any hardware or software.
- Maintain network, drivers and settings of personal computers as well as other equipment's.

2017 - 2018
Morganti(RAC - KKIA) | Riyadh, Kingdom of Saudi Arabia

Employed by management consultancy against contracted company to prepare and oversee the complete tender process starting from preparing special vender lists.

System Administrator

- Install, configure and provide technical support for both software and hardware.
- Manage network servers and technology tools.
- Setup accounts and workstations.
- Troubleshoot issues and outages.
- Upgrade systems with new releases and models.
- Create and verify backup of data.
- Make recommendations for future upgrades.
- Maintain network facilities in individual machines, such as drivers and settings of pc's as well as other network equipment's.

Tools

- Visual Studio Code
- MySQL Workbench
- Adobe Photoshop
- Microsoft Office

Language

English

Urdu

Arabic

Reference

Nasser Taha Ababneh

General Manager,
Integrated Contracting Company

+966 50 936 2636

gm@alkuhaimiwood.com

2016 - 2017

Dar Al Arkan(Al Qasr Mall) l Riyadh, Kingdom of Saudi Arabia

BMS Controller

Major responsibility is to monitoring and troubleshooting any issues come in system. Also responsible for monitoring Conveying Machines, Access Doors, Lightings, Water Tanks and Fire Alarm System.

Help Desk Support

- Regular inspection of building and provide detailed logs of daily activities.
- Provides computer help desk support via telephonic communication with end users.
- Diagnose, troubleshoot and resolve a range of software, hardware and connectivity issues.
- Responsible for diagnosing and resolving hardware, software and end user problems.
- Communicating with third party technical specialists.
- Configuring and managing backup and restore procedures.
- Maintaining a wide range of computer hardware and software.
- Performed software installations and regularly scheduled updates.
- Support and maintain printers.
- Provided assistance via remote control service in order to install software and resolve any issue.
- Created and removed customer accounts via active directory.

2014 - 2016

Lycust Management Solutions l Lahore, Pakistan

Network Engineer

Major responsibility is to implementing and configuring network devices and troubleshooting network related problems. Also responsible for maintaining and upgrading computer software and hardware.

- Flash OS of Cisco routers from RAM, USB and FTP server.
- Implement routing protocols.
- Redistribution among routing protocols.
- Route summarizing.
- Configured port security on switches.
- Configured VTP, STP, RSTP and MSTP on switches.
- Integration CUCM and CME.
- Successfully configured DHCP server, soft keys and button templates on CUCM.
- Handle call filtering through CSS/Partition.

Projects

E-Billing System (POS)
- R&D for project requirements.
- Perform all phases of design and development.
- Develop application using ReactJs, CSS3, MaterialUI.
- Able to connect REST API via Axios.
- Able to work with backend such as Node.js & Laravel.
- Able to work with database such as MySQL, MongoDB.

Snake
- R&D for project requirements.
- Perform all phases of design and development.
- Develop game using ReactJs, Redux, CSS3, MaterialUI.

Human Resource Management System
- R&D for project requirements.
- Perform all phases of design and development.
- Develop application using ReactJs, CSS3, MaterialUI.
- Able to connect REST API via Axios.
- Able to work with backend such as Node.js & Laravel.
- Able to work with database such as MySQL, MongoDB.