

RESUME

Md. Saiful Islam

H-01, R-07, Baridhara Diplomatic zone

Dhaka-1212.

Mobile- 01916100424.

E-mail Address- saiful_910@yahoo.com



Objective:

Expertise in a wide variety of business applications with excellent interpersonal skills and the ability to build strong working relationships at all levels of an organization. Results-driven professional, seeking people management position and ensure company revenue increase, profit and growth and reduce CAPEX and OPEX by suitable adjustable assessment at appropriate scheduling. Key competencies include:

- Business Development
- Communication/Corporate-Affair
- Structured Project Management
- Fund Raising
- Specs / User Documentation
- Budgeting / Cost Control

Professional Experience:

CCS Comservice (Bangladesh) Co. Ltd.

From 1st February 2012 to till now

Designation: Business Development Manager.

Responsibilities:

- Work with management team to identify and evaluate market, new target clients and Identify and evaluate specific new profitable business opportunities.
- Searching for new funding opportunities. Initiate and complete proposals and presentation for new business opportunities.
- Review request for proposal documents, prepare summary and share with relevant people. Review and provide input into the budgets.
- Developing project specific communication material in coordination with HQ team for funding.
- Work with internal teams to deliver outstanding presentation to capture profitable business opportunity.
- To maintain an excellent client relationship with existing and potential client.
- Dealing with different operators, vendors and others customer to give them service & solutions and smooth operation & Quality work.
- Resource allocation, task delegation & supporting project teams.
- Maintain the field Coordinator and support them for smooth field operations.
- Make appropriate changes in designs according to need of customer while maintaining budget and schedules.
- Responsible for supervising subcontractors, suppliers and vendors who are working on the site.
- Team management & reporting.
- Undertake other duties from time-to-time as required by the management.
- Responsible for appraisal, recommendation and give support to change request and onsite change orders.

Achievements:

- Fiber@Home Data Center project contract agreement as a turn-key implementor, complete the feasibility report, project design & planning.
- Complete the BTCL NGN project design & Planning.
- Successfully complete six Core/switch room civil, renovations, Power (including AC & DC power) and all equipment's installation works in Teletalk 3G project.

Crystal Future Venture Ltd.**From 15th August 2010 to 31st January 2012.****Designation: Technical Manager.****Responsibilities:**

- Planning, define the scope & implementation of Grameen Phone, ROBI & Airtel 3G swap & 2.5G expansion project.
- Dealing with different operators, vendors and others customer to give them service & solutions and smooth operation & Quality work.
- Resource allocation, task delegation & supporting project teams.
- Maintain the field Coordinator and support them for smooth field operations.
- Make appropriate changes in designs according to need of customer while maintaining budget and schedules.
- Responsible for supervising subcontractors, suppliers and vendors who are working on the site.
- Team management & reporting.
- Handling other miscellaneous duties as a project manager
- Responsible for appraisal, recommendation and give support to change request and onsite change orders.
- To maintain & prepare the rollout team plan for different project and execute it in the field to assure a quality work.
- Maintain the field Coordinator and support them for smooth field operations.
- Working herewith different types of vendors (Huawei, NSN, and Ericsson) and their different types of new products installation & commissioning work.
- To support the Passive projects (Shelter, PIU, and DC Generator).
- Project planning & budgeting when a new project start.
- Field Management, deal with different vendors & operators for smooth operation & Quality work.
- To give the solution any kinds of technical problem or any kinds of problem in the field faced by field engineer.
- Team management & reporting.

Achievements:

GP/Huawei 3G swap project-Completed more than 1200sites as a Technical Manager.

NSN-Axiata Swap/Expansion project completed more than 100sites as a Technical Manager.

Huawei-Airtel Swap project successfully completed by the role of a Technical Manager.

Orascom Telecom Company Ltd. (Banglalink)**From 12th August 2007 to 15th August 2010**

I was working there as a BSS Officer in O& M department Under Technical Division.

Responsibilities:

- Maintenance & handle BTS, Microwave related alarm.
- Commissioning of BTS, Micro Wave, and Rectifier Equipments.
- Troubleshooting of Siemens, Ericsson BTS any kinds of problem.
- Troubleshooting of MW equipments (NEC, SIEMENS).
- Troubleshooting of (Emerson, Eltek, Saft) Rectifier.
- Maintenance & Remove all kinds of alarm from Power equipments (AVR, Generator).
- Handle all kinds of BSS related alarm (TT).
- BTS, BSC SWAP work.
- Force call test of Channel.
- Site re-route,
- Site data collect & Intervention report,
- Documentation & reporting of maintenance problem.

Achievements:

- Successfully complete Installation & Commissioning work of Ericsson, NSN BSC, TRAU.

Tele Barta Ltd.(Jubok Phone)

From 3rd September 2005 to 11th August 2007.

I worked there as Jr. Engineer in Implementation (Commissioning) department.

Responsibilities:

- Supervision of the Installation work of BTS, Micro Wave equipments.
- Commissioning of BTS, Micro Wave Equipments
- Installation & Commissioning of Batteries & Rectifiers with parameter setting.
- Troubleshooting of PDH, SDH MW Links, BTS & Power related equipments.
- Installation & Commissioning of Auto Voltage regulator and UPS.
- Backbone related work- E1 droop for different BTS sites.
- Trouble shooting of Power fault of the different BTS, Backbone & Tx sites.

IN-HOUSE TRAINING PROGRAM FROM TELEBARTA LTD

- Core Network, Radio Access Network, Transmission Network, Transmission Planning with E-1 allocation system, RF planning with Cellular interference – from GM, planning
- Understanding wireless with 1G, 2G, 3G and presentation about 4G – From CTO, Technical
- Operation, troubleshooting and Maintenance of BTS and transmission equipment, BTS commissioning, optimization, work of different types of BTS Card, E-1 dropping system – from GM, Implementation and Field Operation
- Networking system such as LAN, MAN and WAN, all concept about computer elements, Different types of problem and solutions about computer – from IT Department

Achievements:

- Successfully complete Installation & Commissioning work of Dhaka-Sylhet Backbone site.

Special Equipment Handling:

- Site master, Spectrum Analyzer, GPS Meter
- BER tester, Earth Tester, Test Equipments

The Merchants Ltd.

From March 2004 to August 2005.

I worked there as a Maintenance Engineer. That was the Pioneer Printing & Packaging Company of Bangladesh.

Responsibilities:

- Administers monitors and continuously ensures that all operations conform to safety requirements and maintains high safety standards.
- Maintenance & Troubleshooting of different kinds of Machine & Equipments.
- Any other associated tasks and responsibilities assigned from time to time.

Prime Industrial Engineers Ltd.

From July 2003 to February 2004.

I was mainly responsible there for service engineer. I also served the clients by updating them with latest information.

Professional Training**BDJOBS LTD.**

Training on Office Management, Administration and Logistics is a field that has evolved to a science in its own right.

British Council

Complete the course of Business English, Business English is English language especially related to international trade. It is a part of English for Specific Purposes and can be considered a specialism.

Brac University

Complete the Elementary & Secondary Chinese language courses and vocabulary strength 500 words.

Huawei Technology Ltd.

Training on their different types of new Telecom products such as BTS3900 installation & commissioning process. Huawei BSS certified Engineer in Bangladesh.

TM International Ltd(Aktel).

I had been joined in a two month industrial attachment in TM International. I was working there on Operation & maintenance site.

Silicon Valley

I have completed three month cluster training in Silicon Valley sponsored by Jobs USA.

Education:**MBA (Major in MIS)**

Result: 3.33 CGPA
Department: Business Administration
Passing year: 2016
University: Southeast University

B.Sc. in Engineering

Result: 3.49 CGPA
Department: Electrical & Electronics
Passing year: 2010
University: Dhaka International University

Diploma-in-Engineering

Result: 2nd division
Department: Electronics
Passing year: 2002
Institute: Dhaka Polytechnic Institute.

Secondary School Certificate (SSC)

Result: 1st division
Group: Science
Passing year: 1998
School: Kurmitola high School, Dhaka.

Computer Skills:

- Word Processing Package : MS Word
- Spread Sheet : MS Excel
- Presentation : MS PowerPoint
- Microsoft Access
- Project MGMT : Microsoft Project
- Drawing & Design : AutoCAD
- Internet Handling

Personal qualities:

Fluent in English speaking and have good writing skill in both Bengali and English.
My major strength is my honesty and integrity. Moreover, I am very hardworking and self motivated.
My weakness is complacency, which comes after an achievement.
I am always very positive and dedicated to my work.
I keep my moral always very high and skills up-to-date.
I am very eco-conscious.

Interest:

Cricket, Swimming, Fishing, Football and Reading.

Credentials:

Father's name: Md. Fazlul Haque.

Mother's name: Nasima Sultana.

Permanent Address: Kapasia, Gazipur.

Language Ability: Bengali, English & Chinese.

Date of Birth: 1st June 1983.

Nationality: Bangladeshi by birth.

Marital Status: Married.

Reference:

Prosanto Kumar Sarkar
Head of BSS, Banglalink
Cell: 01911810910

Li Yong Feng
Chief Representative (BD)
CCS Comservice (Bangladesh) Co. LTD.
Cell:017542633364

Thanking You



Md. Saiful Islam