

**Muhammad Saghir Khan**

**BS(Information Technology)**

## CAREER OBJECTIVE

Seeking a career with a career oriented organization; that can provide me the platform for becoming a well-recognized professional and ultimately attaining prestige and pride for the organization and for myself as well.

## CONTACT

Mobile: 0307 8826437

Email: sagharkhan437@gmail.com

# Personal Information

Father Name

# Gulistan Khan

Date of Birth

# 01-01-1997

CNIC

# 38302-5545741-9

Religion

# IslamEDUCATION

**B.S (Information Technology) Session (2017-2021)**

Sargodha University (Mianwali Campus)

**ICS Session (2014-2017)**

Superior College (Sargodha Campus)

**Matric (Science) Session (2012-2014)**

FG Public School Sargodha

## CERTIFICATIONS AND TRAININGS

I Worked in Many Companies as A Network Administrator, Currently I’m Work with Maple Leaf Cement Factory (MLCFL) in Information Technology Dept. as a Remote Desktop Connection Install and configure computer hardware, software, systems, networks, DHCP Establish accounts for new users and assist with password or login problem and generate the new user IP. Monitor and maintain computer systems and networks and resolve issues with software or hardware. Collaborate with team members across all departments to provide technical support. Any other duty assigned by the management.

## PROFESSIONAL SKILLS

Marital Status

# Single

Domicil:

# Mianwali (Punjab)

## CURRENT ADDRESS

House # 242, Muradabad colony, sargodha

**LANGUAGE**

* URDU
* ENGLISH
* SARAIKI

DHCP

* Remote Desktop Connection
* Complex problem Solver
* Network Managed

Switches Configuration Router Configuration

* Biometric, RFID Installation and Configuration

Hardware

* Software
* OS Installation and Configuration
* Service-focused
* Word, Excel, power point
* Positive attitude good Communication skills.

## PROFESSTIONAL EXPERIENCE

**MTO (Info Technology)02-2022 Maple Leaf Cement Factory** <http://www.kmlg.com/mlcfl/>

* Activities & Responsibilities:
* Program to ensure optimal system operation and performance. Test and diagnose equipment faults
* Technical supper for people using the network.
* Installing and configuring computer systems using different build technologies.

Following procedures/checklists and updating support documentation.

* Positive attitude good communication skills. Work with senior developer to manage large, complex design projects for corporate clients.

Performs other duties as Assigned.

* **WORKED AS ADMIN / CAMP ASSISTANT IN SIEMENS PAKISTAN ENGINEERING LTD AT OGDCL NASHPA GAS PLANT PROJECT FROM 08-02-2020 TO 21-11-2021.**
* procedures/checklists and updating repport documentation.