

## ASAD UZ-ZAMAN

Address: 4-New Chasara, Jamtala. Narayanganj.  
Mobile No 1: 01819465294  
e-mail : zaman.asadit@gmail.com, rase156@yahoo.com



---

### **Career Objective:**

To be an efficient and successful IT professional in the field of Computer and Computer Communication Technology in a highly technical and challenging environment, where I can utilize my academic and professional experience.

### **Career Summary:**

Over 9.5 years' experience in Information Technology field. System Administration jobs simultaneously. Business development, project management, budgeting, corporate IT system management, teaching, self-development, can do attitude, etc are strengths of me. Major areas of key qualifications are listed below:  
Red Hat Enterprise Linux based system setup and administration. Networking. Knowledge of other operating systems. Information Security Planning and Administration.

### **Special Qualification:**

Work well under pressure as a part of the team.  
Well-groomed appearance.  
Polite, respectful and courteous manners.  
Responsible, efficient and flexible.

### **Employment History:**

#### **1. System Administrator ( June 7, 2015 - Continuing)**

##### **Grameensolutions Ltd**

Company Location : Global Headquarter, Grameen Bank Tower 12th Floor, Mirpur 2, Dhaka 1216 Bangladesh.

Department: Technology

##### **Duties/Responsibilities:**

To System operation:

Configure and manage Linux and windows Servers. Maintain SVN Repository Server. Maintain Free NAS server as a File server. Configure regular backup system and monitoring. Configure Web server and LAMP Server in Linux based.

Managing network operations including: LAN and WAN setup, routing, adding/terminating users, assigning access rights, administering security issues, managing connectivity problems, assessing and reporting operational status; performing backups and restoration; etc. Ensuring network, workstations, operating systems and software applications are operational.

Data and file storage management:

Managing and ensuring servers, backup, file replication, bandwidth, Internet access and obscenity restriction, and overseeing protocols and ports are used and updating diagram in any change. Archiving physical and logical diagrams as version for future reference.

Risk analysis and preparation:

Analyzed possible risks of hardware failure, power failure and theft activities, server room temperature and humidity, thunder stroke and fire etc. Analyzed system vulnerabilities from internal and external threats. Diagrammed and documented the risks and vulnerabilities. Protected system services, controlled room temperature and humidity, and developed power safety, fire fighting and intrusion prevention system.

Managing documentations and certifications:

Ensuring technology documents/certificates such as product registrations, maintenance agreements, service contracts, etc. related to technology operations, updated and processed.

IT vendor management:

Managing IT vendors. Selection of vendors, monitoring their performance, ensuring support, and maintaining communication etc are included.

## **2. Project Engineer ( December 5, 2013 - May 31, 2015)**

### **SKC&C: Bangla Gov Net project**

Company Location : Korea, Dhaka.

Department: IP and Network

#### **Duties/Responsibilities:**

Responsibility:

As a Project Engineer has to Supervise to Vendor and Lease line work activity.

Attend weekly and monthly meeting with Vendor with Team Leader and Bangladesh Computer council member.

Implement Network and Lease Line activity according to Project Design.

Update to Team Leader and Management.

## **3. Manager Operations ( June 1, 2012 - November 5, 2013)**

### **Kay Telecommunications Ltd**

Company Location : Dhaka, Bangladesh.

Department: Technical

#### **Duties/Responsibilities:**

Manager Operation:

Reporting to the Managing Director and serving as a member of the Management Team along with the MD, Directors, this position's primary responsibility is ensuring organizational effectiveness by providing leadership for the organization's Technical functions.

Working with the management team, the position also contributes to the development and implementation of organizational strategies, policies and practices. This position will also interact with the Board of Directors.

Responsibilities:

#Supervise and harmonize all Technical Department (NOC, Billing, Core Network, Data communication).

#Improve the operational and Technical systems, processes and policies in support of organizations mission -- specifically, support better management reporting, information flow and management, business process and organizational planning.

#Manage and increase the effectiveness and efficiency of Support Services (HR, IT and Finance), through improvements to each function as well as coordination and communication between support and business functions.

#Play a significant role in long-term planning, including an initiative geared toward operational excellence.

#Oversee overall management, planning, systems and controls.

#Development of individual program budgets

#Regular meetings with Executive Director around fiscal planning.

#Supervise and coach office manager on a weekly basis.

## **4. Project Manager ( January 4, 2011 - May 30, 2012)**

### **Grameen Solutions Ltd**

Company Location : Dhaka, Bangladesh.

Department: Technology

#### **Duties/Responsibilities:**

To System operation:

Configure and manage Linux and windows Servers. Maintain SVN Repository Server. Maintain Free NAS server as a File server.

Configure regular backup system and monitoring. Configure Web server and LAMP Server in Linux based.

Managing network operations including: LAN and WAN setup, routing, adding/terminating users, assigning access rights, administering security issues, managing connectivity problems, assessing and reporting operational status; performing backups and restoration; etc. Ensuring network, workstations, operating systems and software applications are operational.

Data and file storage management:

Managing and ensuring servers, backup, file replication, bandwidth, Internet access and obscenity restriction, and overseeing protocols and ports are used and updating diagram in any change. Archiving physical and logical diagrams as version for future reference.

Risk analysis and preparation:

Analyzed possible risks of hardware failure, power failure and theft activities, server room temperature and humidity, thunder stroke and fire etc. Analyzed system vulnerabilities from internal and external threats. Diagrammed and documented the risks and vulnerabilities. Protected system services, controlled room temperature and humidity, and developed power safety, fire fighting and intrusion prevention system.

Managing documentations and certifications:

Ensuring technology documents/certificates such as product registrations, maintenance agreements, service contracts, etc. related to technology operations, updated and processed.

IT vendor management:

Managing IT vendors. Selection of vendors, monitoring their performance, ensuring support, and maintaining communication etc are included.

##### 5. **System Administrator ( September 1, 2007 - December 30, 2010)**

###### **Bangladesh Center for Advanced Studies (BCAS)**

Company Location : House#10, Road#16/A, Gulshan Avenue, Gulshan-1, Dhaka-1212, Bangladesh. [www.bcas.net](http://www.bcas.net)

Department: IT

###### **Duties/Responsibilities:**

Maintenance and Troubleshooting Adminstrating Domain based Active Directory, Domain Policy, Group Policy, Security Policy, Real time Monitoring, DNS, FTP, DHCP, Telnet, and Network Security.

MS Exchange Server 2003 with MS Outlook 2003, web Outlook and configure Web mail server with SMTP server (IIS).

(<http://webmail.bcas.net>)

Maintenance and Troubleshooting Windows 2003 ISA Proxy server, Firewall server, Print Server and Print server Device, Server base Antivirus, File Share Server.

Installation, Configuring, Maintenance, Troubleshooting and Traffic Control for network infrastructure of (LAN & WAN).

##### **Academic Qualification:**

Exam Title	Concentration/Major	Institute	Result	Pas.Year	Duration	Achievement
B.Sc(Hons)	Computer Science	National University	Second Class	2004	4	Graduation
HSC	Science	Govt.Tolaram College	First Division	2000	2	Certification of H.S.C
SSC	Science	Adarsha School Narayangonj	First Division	1998	10	Certification of S.S.C

**Training Summary:**

Training Title	Topic	Institute	Country	Location	Year	Duration
Red Hat® Certified Security Specialist (RHCSS)	Red Hat Enterprise Security: Network Services Expertise exam (EX333) Red Hat Enterprise Directory Services and Authentication Expertise exam (EX423) Red Hat Enterprise SELinux Policy Administration Expertise exam (EX429)	IBCS PriMAX	Bangladesh	Dhaka	2011	6 Months
Red Hat Certified Engineer (RHCE)	Managing and troubleshooting systemd services during the boot process Network configuration and basic troubleshooting Managing local storage, creating and using file systems Firewall management with firewallld	IBCS PriMAX	Bangladesh	Dhaka	2009	3 Months
CCNA	Cisco Certified Network Associate	AIUB	Bangladesh	Dhaka	2006	1 year

**Professional Qualification:**

Certification	Institute	Location	From	To
RHCE and RHCSS	REDHAT	Dhaka	July 5, 2009	November 15, 2011

**Career and Application Information:**

Looking For : Mid Level Job  
 Available For : Full Time  
 Expected Salary : Tk. 60000  
 Preferred Job Category : IT/Telecommunication, Production/Operation  
 Preferred District : Anywhere in Bangladesh.  
 Preferred Country : Iraq, New Zealand, United Kingdom, United States, Brazil, Canada, Colombia, Hong Kong  
 Preferred Organization Types : Insurance, Telecommunication, IT Enabled Service, ISP, Development Agency, Technical Infrastructure

**Language Proficiency:**

Language	Reading	Writing	Speaking
Bengali	High	High	High
English	High	High	High

**Personal Details :**

Father's Name : Md.Manir uz-zaman  
Mother's Name : Mrs.Julekha zaman  
Date of Birth : July 13, 1983  
Gender : Male  
Marital Status : Married  
Nationality : Bangladeshi  
National Id No. : 19836795812000013  
Religion : Islam  
Permanent Address : 4-New Chasara, Jamtala. Narayanganj.  
Current Location : Dhaka

**Reference (s):**

Name : Tamim Daiyan  
Organization : Impel IT Solution  
Designation : Director, Technology  
Address : Banani, Dhaka.  
Mobile : 01911401238  
E-Mail : tdaiyan@gmail.com  
Relation : Professional