

# CURRICULUM VITAE

## ZEESHAN NASEER

House No. L-39, Aswan Town Malir City  
Karachi, Pakistan.

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### Objective:

A confident and reliable **IT System & Network support** with extensive practical experience of working with computers and resolving any support issues that are raised to the service desk. Possessing a proven ability to administer and control the operation, configuration and maintenance of computer based information systems, as well as having an eye for detail and able to multi-task under pressure. An excellent communicator, can relate well with people at all levels and has the flexibility of working well as part of a team and on my own.

To work in a reputable organization and to seek a position where I can utilize and enhance my skills and experience.

### Skills and Experience:

#### Dollar Industries (Pvt) Ltd.

Oct-2015 to till, working as a System Support Engineer

Manages Windows network, users, computers, printers, etc

- Fully proficient at LAN, WAN, and Wireless building, cable installation and testing
- Knowledge on Microsoft Windows Platforms.
- Provide day-to-day Assistance to systems' users
- Provide software and hardware support
- Installing, configuring, managing and maintenance of all servers and workstations
- Make recommendations to management on purchase of hardware, software and equipments
- Responsible for making contacts with computer equipments suppliers

Basic knowledge & Configuration of routing protocols - RIP V1/V2, OSPF, IGRP & EIGRP, understanding of Bridging and switching concepts and LAN technologies, IP addressing and subnetting, Routing concepts as well as basic configuration on Routers & Switches

#### Al Yousuf Enterprises

Oct-2014 to Nov-2015 working as a system & Network support officer

TCP/IP networking and hardware maintenance and repair. Training new employees. Assistance with training of staff and compiling procedural documentation. Assisting the network manager with support requests. Ensure computer hardware is safe & complies with health and safety legislation. Applying patches in accordance with company procedures. Provide remote support to different locations, manage VMware Workstation virtual machines. Provide remote support to different locations, Installation Configuration of Printer, IP based, sharing based and printer server.

Experience in all Microsoft and Sun Office Products. Expertise preparing presentations in Power Point in Seminars and workshops also working with Multimedia Projectors. Implementing MS Outlook, Thunderbird & IBM Lotus Backup and restore of mail message.



### **Dollar Industries (Pvt) Ltd.**

Dec-08 to Jan-2014, working as a System Support Officer

Responsible for supporting the company “Dollar Industries” clients at all levels as part of a helpdesk team. Ensuring that all hardware and software is configured and installed correctly. Responsible for networking, design, installation and maintenance services. Supporting users and network administrators over the telephone and by email. Maintain the companies network infrastructure. Networking and providing support for Windows issues. Configuration and testing of any new hardware and software. Travelling to client sites to help with installs, deployment, and troubleshooting. Management of the daily data backup and retrieval scheme. Installing and operating Windows desktop operating systems.



### **SIUT Civil Hospital Karachi**

Mar-06 to Nov-08 in Sindh Institute of Urology and Transplantation (SIUT) Civil Hospital as a Computer Operator.

### **Academic Qualification**

- Bachelor of commerce from University of Karachi, 2010.
- Intermediate from Karachi Board of Education, 2008.
- Matriculation from Karachi Board of Education, 2000.

### **Computer Knowledge**

- One year Diploma DCS (Diploma in Computer Science)

### **Skills**

- Excellent customer facing skills
- Communication
- Teamwork
- Initiative
- Problem solving
- Flexibility
- Computer skills
- Technical skills

### **Personal Information**

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|-------------------|-----------------------------|
| • Father's Name   | Muhammad Naseer             |
| • Date of birth   | 1 <sup>st</sup> August 1983 |
| • Religion        | Islam                       |
| • Marital status  | Married                     |
| • Passport No.    | CQ9826101                   |
| • Driving L / No. | 1002554                     |
| • Domicile        | Sindh-Pakistan              |
| • P.R.C           | Karachi-Pakistan            |