

# ARIF RAJA ANSARI

**Address** : Industrial Area sector -8, Doha, Qatar

**Email** : [arifraja.ansari51@gmail.com](mailto:arifraja.ansari51@gmail.com)

**Mobile** : +974-30172178/+91-9891483701

**Visa Status** : Employment Visa.

**Qualification:** BE (Bachelor of Engineering with Computer Science)

**Certification:** CCNA (Cisco Certified Network Associate -Cisco ID: CSCO13245295).



## ➤ Summary:

- To enhance my career with progressive organization offering challenging opportunities, stimulating environment, equitable salary and opportunity for overall career development with over 06 years of experience in IT Profile.
- Seeking any leadership position in the IT department with an organization that has vision and potential for the development, growth and expansion.
- A good team player with optimal, analytical and communication skills.
- Possessing ability to convince client and cope up well in a pressure driven environment.

## ➤ Professional Qualifications:

- Bachelor of Engineering with computer science from RGPV University of Bhopal in the year July 2015.
- CCNA (Cisco Certified Network Associate -Cisco ID: CSCO13245295) in the year November 2017.

## ➤ Work Experience:

### ✓ Network Coordinator

Mace Qatar Contracting and Engineering w.l.l. Doha, Qatar | April 2021 – Till Date

- Work with client implement strong network security configuration, installation.
- Implementation and configuration of Router, Switches and Firewalls, FortiGate Firewall, Cisco ASA VPN.
- Monitor, Install, configure, troubleshoot, Upgrade
- Site to Site VPN/IPsec VPN, Configuration on Firewall.
- Configuration and Troubleshooting of Security Policy, NAT Policy in Firewall.
- Monitoring of Network security Devices.
- Upgradation pf firmware of switches, Firewall, proxy Mail Gateway.
- Assist with Install and upgrade of software and Hardware.
- Receiving incoming calls, Web tickets and chat session from customers.
- Configuration and Installation Avaya Telephone.

### ERP Software Work.

- Collecting daily, weekly and Monthly employee time sheets.
- Calculating employee work hours.
- Calculating employee benefits and deductions.
- Preparing employee compensation checks using payroll software- Microsoft Dynamic.
- Scheduling electronic payments preparing payroll report.
- Distributing payment statement.
- Responding to employee questions about compensation, benefits and deductions.
- Entering new employee data into the company database.
- Managing IT Asset Inventory in ERP System Software.
- Creation and Modification IT Asset on ERP Software Master, Tasks and Report.

- Managing all Incoming and Outgoing documents and take approval from Managing and operation director, Leave application, Loan Application, Resignation Application, Overtime Request application.
- After approval maintain in the system for company records, and Prepared transmittal.
- Creation and Maintain all Application after approval in ERP system for Our Records.

### **IT Seals Responsibilities**

- Working with SSD Qatar and The Maple Store Qatar Portal and Uploading, Modification, Creation, Product Price, Product Image, Product Specification etc.
- Maintain online site SSD Qatar and The Maple store Qatar Site.
- Maintain and modification Shopify site online, Excel sheet etc.
- Adding, Subtraction, Multiplication product.
- Orders are usually received online (through Shopify), email notification will be.
- Some customers will also walk-in call or email to order.
- Mainly, you will be preparing the ordered item and it invoice.
- You may call the customer to confirm the order and arrange the delivery.
- Coordinate with Office driver to arrange delivery. (Tip: always ask them to call & confirm/arrange w/ the customers before dispatching)
- Upon return of driver after delivery, payment (cash) is given to accounts department with signed receipt invoice for our copy & record.
- However, when order was paid online (on Tap) provide/attach print of order page indicating the payment was processed on Tap to Accounts department.
- Business Promotion duties perform through email send to all company with company profile and Introduction letter.

### **✓ Network Engineer.**

#### **STS World Private Limited– Delhi- India | August - 2017 to March - 2021**

- Worked as Network Engineer at STS WORLD PRIVATE LIMITED HO For PAN Indian Office Network Support.
- Good Knowledge of networking concept & troubleshooting.
- Experience with VPN technologies IPsec.
- Experience in supporting end-user hardware equipment like Desktop, Laptops, Printers & Scanner.
- Window operating system and client software like MS office, VPN etc.
- Provide technical support and maintained for client.
- Providing onsite support for switches, Routers & Firewalls.
- Performing Network Maintenance and system upgrades.
- Assist with Install and upgrades of software and Hardware.
- Configuration and troubleshooting VPN and Firewall Issues (Fort iGATE, Checkpoint).
- Receive Incoming calls, Web tickets and chat Sessions from customers.
- Assist with rule base and policy installation, logging issues etc.
- To Provide Level 1/2 Technical / Network support on Telephonic and remote Access.
- Routing protocol- Static, RIPv1, RIPv2, OSPF etc.
- Good Knowledge of TCP, OSI/IP Model.
- Installing New Software and Hardware (Servers, Printers, computer Workstations etc.).
- Hands on Experience with Monitoring, Network diagnostic and Network analytic tools
- Installation, configuration and Up gradation of Antivirus (Quick heal total security).
- Supporting Server 2003, 2008 and 2012, Id creation, deletion & Modification.
- Creating daily report and tracing and updating all the assigned tickets.
- Team management, Vendor Management, support to High level Management and Handle
- Daily call report preparation and review of pending and escalated calls.
- Knowledge of firmware, Active directory, firewall Knowledge of firmware, Active directory, firewall.
- Maintain IT Inventory Document user backup etc.

✓ **Network Engineer**

CMSIT services Private Limited (Gurgaon-India) | **July-2015 to July- 2017**

- As the business is supply of Amul milk to different Supermarket and Hypermarket.
- Worked as Associate IT Engineer at CMSIT Services Private Limited.
- Hands- on Experience at operating system like Windows 7, 8 & 10 Installing, Configuration and Troubleshooting.
- Setting up system using Remote Desktop connection like Any Desk, TeamViewer Etc.
- Knowledge of TCP/IP and OSI Model, FTP, TFTP Etc.
- Desktop/Laptop Related Problems (OS/Hardware/Software)
- To provide Telephonic support and remote support.
- All Printer (Local, Network, line and Bar-code and Wi-Fi) Related Problems
- FTP Server & DNS, DHCP, Active Directory
- MS Outlook 2007/2010/2013/2016/Office365 & outlook backup & restore Internet, Mailing, and Troubleshooting.
- Outlook (Installation Process/PST and OST file/Troubleshooting/SMTP/IMAP/POP3
- Installation, configuration and Up gradation of Antivirus (Quick heal total security).
- Installation, Troubleshooting & Maintenance of the Company's IT Assets (Servers,
- Manage backup, security and user help systems.

➤ **PERSONAL DETAILS:**

- Full Name : Arif Raja Ansari
- Languages : English, Hindi
- Date of Birth : 5<sup>th</sup> February 1995
- Nationality : Indian
- Joining date : Immediately
- QID : 29535628709
- Passport No. : N- 2526977 Expires on 27/08/2025

**State Of Qatar**  
**Residency Permit**



دوّلَةُ قَطْرِ رِحْصَةُ إِقَامَةٍ

ID.No:	29535628709	الرقم الشخصي:
D.O.B.:	05/02/1995	تاريخ الميلاد:
Expiry:	23/04/2022	الصلاحية:
Nationality:	INDIA	الجنسية:
Occupation:	اداري	المهنة:
	نصارى	



الاسم: عارف راجا انصاری

**Name: ARIF RAJA ANSARI**

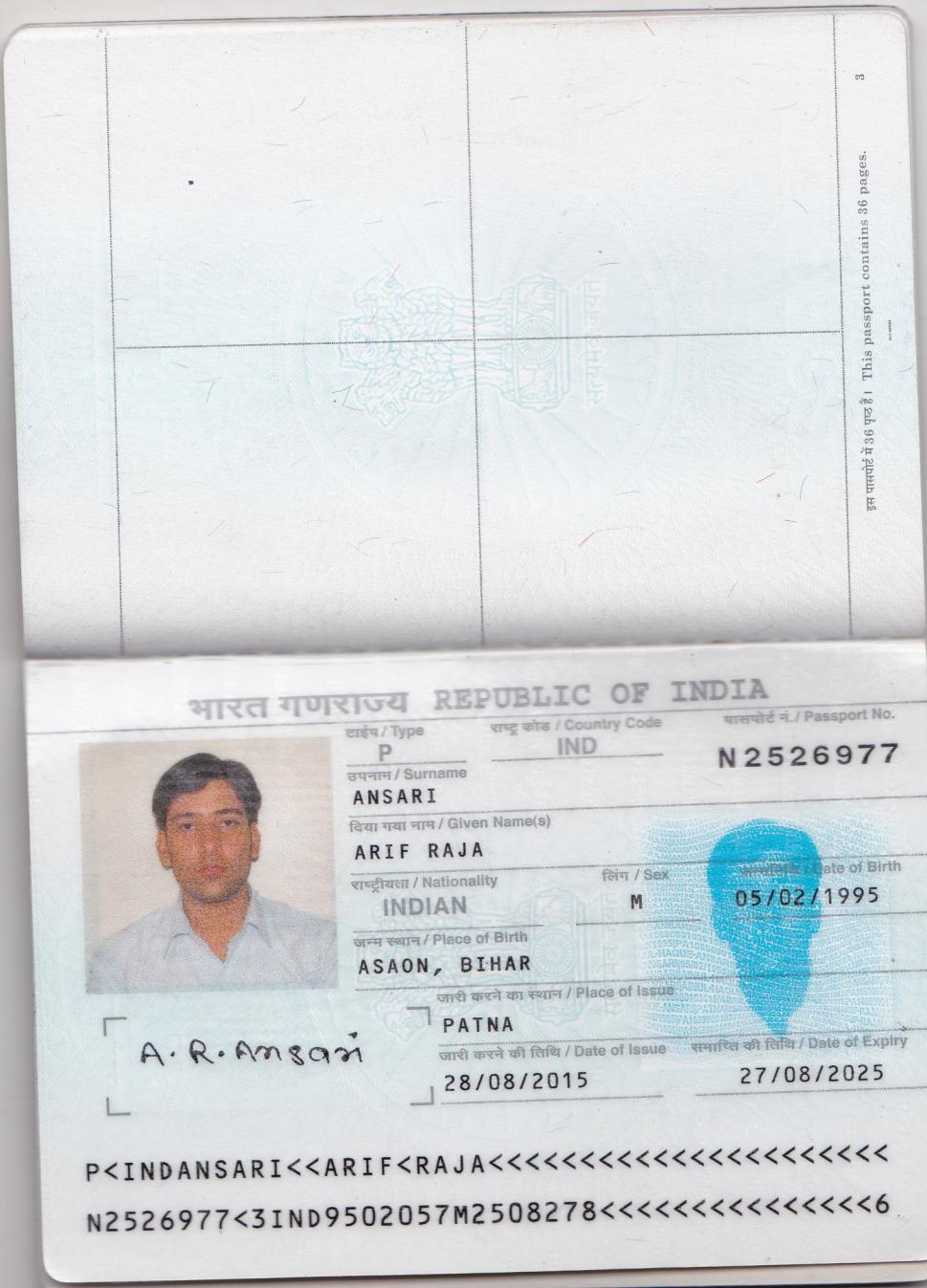
Passport Number:	N2526977	رقم جواز السفر:
Passport Expiry:	27/08/2025	تاريخ انتهاء الجواز:
Serial No:	30129535628709	الرقم المعنسل:
Residency Type:	عمل	نوع الرخصة:
Employer:	شركة ماسن قطر للتعهدات والهندسة	المستقدم:
General Director of the General Directorate of Passports	مدير عام الإدارة العامة للجوازات Holder's signature	توقيع حامل البطاقة

مدير عام الادارة العامة للجوازات  
General Director of the General Directorate of Passports

توقيع حامل البطاقة  
Holder's signature

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62730



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रिकॉर्ड / OBSERVATION

फारम फैल / MISCELLANEOUS SERVICE

पिता / कानूनी अधिवक्ता का नाम / Name of Father / Legal Guardian  
AINUL HAQUE ANSARI

माता का नाम / Name of Mother  
SAYADA KHATOON

पति या पत्नी का नाम / Name of Spouse

पता / Address  
VILL & PO-ASAON  
PS-ASAON, SIWAN

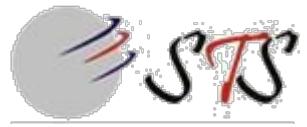
PIN: 841287, BIHAR, INDIA

पुराने पासपोर्ट का नं. और इसके जारी होने की तिथि एवं स्थान / Old Passport No. with Date and Place of Issue

फाईल नं. / File No.  
PA1069000103615

N2526977





Date: 20<sup>th</sup> March 2021

### Experience Certificate

This is to certified that **Mr. Arif Raja Ansari** was working with us as **Network Engineer** in our IT Department from **16<sup>th</sup> August 2017 to 10<sup>th</sup> March 2021**. We appreciate his contributions made to the organization.

We wish him all the best for his future endeavour.

A handwritten signature in blue ink that reads "Khushboo" followed by two short horizontal lines.

Authorised Signatory  
HR Manager  
Khushboo Kaushal



Date: 04/10/2017

**TO WHOMSOEVER IT MAY CONCERN**

This is to certify that **Mr. Arif Raja Ansari** (Employee Code: 22000571) has been working with us from 04-07- 2015 to 20-07- 2017 at our **DELHI** Office as a '**Associate Trainee Engineer**' in our Field Support Organization. He has been relieved from the services with mutual consent. During his tenure of service with us he was found to be punctual, sincere & hardworking.

He has left this organization on his own accord.

We wish him all the best in his future endeavors.

**For CMS IT SERVICES PRIVATE LIMITED**

A handwritten signature in black ink, appearing to read 'Varghise K.'

**VARGHISE K**

**HEAD – HR SHARED SERVICE**

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**Regd Office:** 61 Radius, Plot No. 61, Road No. 13, MIDC, Andheri E, Mumbai 400 093. Tel: 91 22 3088 8881-85,  
Fax: 91 22 3088 8886. CIN: U45200MH2008PTC180479, email: [contact@cmsitservices.com](mailto:contact@cmsitservices.com)

**Corp Office:** No. 236, Venkatadri IT Park, Konappa Agrahara, Electronic City Phase 1, Bangalore 560 100 (Karnataka)  
Tele: 91 80 3043 0300/400, Fax: 91 80 3043 0488



## Cisco Certifications

**Arif Raja Ansari**

has successfully completed the Cisco certification exam requirements and is recognized as a

**Cisco Certified Network Associate Routing and Switching**



Date Certified     November 2, 2017  
Valid Through     November 2, 2020  
Cisco ID No.     CSC013245295

Chuck Robbins  
Chief Executive Officer  
Cisco Systems, Inc.

Validate this certificate's authenticity at  
[www.cisco.com/go/verifycertificate](http://www.cisco.com/go/verifycertificate)  
Certificate Verification No. 430444169793HNCH

7087369400  
1109

# RAJIV GANDHI PROUDYOGIKI VISHWAVIDYALAYA, BHOPAL



No.: 331726

(University of Technology of Madhya Pradesh)  
INDIA

Date : ...22/06/2015....

## PROVISIONAL DEGREE CERTIFICATE

This is to certify that Mr./Ms. ARIF RAJA ANSARI

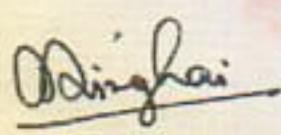
S/D/W/O of Mr. AINUL HAQUE ANSARI

Enrollment No.0124CS111016 who was a student at Bhopal Institute of Technology & Science, Bangrasia, Bhopal has completed all the requirements and is become eligible for award of BE, Computer Science & Engineering in JUNE-2015

. The student has secured Cumulative Grade Point Average (CGPA) of 7.23 on a 10 point scale and is placed in First Division

*The degree shall however, be conferred at the forthcoming convocation.*

RAJIV GANDHI PROUDYOGIKI VISHWAVIDYALAYA  
Airport Road, Gandhi Nagar, Bhopal - 462 033.  
Phone : (0755) 2678891, 2678832, 2678855.

  
Registrar

(Dr.Rakesh Singhai)

**RAJIV GANDHI PROUDYOGIKI VISHWAVIDYALAYA, BHOPAL**  
**(University of Technology of Madhya Pradesh)**



**BACHELOR OF ENGINEERING**

*Computer Science & Engineering*

*This is to certify that*

*Arif Raja Ansari*

*Bhopal Instt. of Tech. & Science, Bangrasia, Bhopal*

*having passed the*

**BACHELOR OF ENGINEERING Computer Science & Engineering**

*Examination in 2015 A.D. of this University*

*in the First Division*

*is awarded the degree of*

**BACHELOR OF ENGINEERING**

**बैचलर ऑफ इंजीनियरिंग**

*कम्प्यूटर साइंस एण्ड इंजीनियरिंग*

*प्रमाणित किया जाता है कि*

*आरिफ रजा अंसारी*

*मोपाल इंस्टी. ऑफ टेक्ना. एंड साइंस, बंगरसिया, भोपाल*

*ने सन् 2015 में इस विश्वविद्यालय की*

*बैचलर ऑफ इंजीनियरिंग कम्प्यूटर साइंस एण्ड इंजीनियरिंग परीक्षा*

*प्रथम श्रेणी में उत्तीर्ण की उन्हें*

**बैचलर ऑफ इंजीनियरिंग**

*उपाधि से विभूषित किया जाता है।*

Registrar  
कुलसचिव

Vice-Chancellor  
कुलपति

BHOPAL (INDIA) 12.09.2018.



**RAJIV GANDHI PROUDYOGIKI VISHWAVIDYALAYA, BHOPAL**  
 (UNIVERSITY OF TECHNOLOGY OF MADHYA PRADESH)

**STATEMENT OF GRADE**

EXAMINATION JUNE-2015

SR. No. 2114195

B.E.,( Computer Science & Engineering )

ROLL NO. : 0124CS111016

NAME : ARIF RAJA ANSARI  
 S/D/W/O AINUL HAQUE ANSARI

INSTT. : Bhopal Institute of Technology & Science, Bangrasia, Bhopal

SEMESTER : VIII



ARIF RAJA ANSARI

STATUS : Regular

SUBJECT CODE	SUBJECT NAME	CREDITS		GRADE		
		TOTAL CREDIT	CREDIT EARNED			
CS801[T]	Soft Computing	4	4	B		
CS802[T]	Web Engineering	4	4	B		
CS820[T]	Elective -II(N/W Management)	4	4	B		
CS830[T]	Elective -III(Wireless Networks (Elective-III))	4	4	C+		
CS801[P]	Soft Computing	2	2	A		
CS802[P]	Web Engineering	2	2	B		
CS805[P]	Major Project	8	8	A		
CS806[P]	Self study	2	2	A		
CS807[P]	Seminar/Group Discussion	2	2	A+		
		TOTAL	32	32		
SGPA -	SEM I : 7.53	SEM II : 6.53	SEM III : 6.94	SEM IV : 6.81		
	SEM V : 7.19	SEM VI : 7.19	SEM VII : 7.81	SEM VIII : 7.81		
RESULT : PASS		Percentage : 72.30 %	Division : First Division			
Issue Date : 22/6/2015						
Prepared By	Checked By	Dr. AK Singh	Controller of Examinations (RGPV, Bhopal)			
		 Dr. AK Singh Controller of Examinations (RGPV, Bhopal)				

2114195



# बिहार विद्यालय परीक्षा समिति, पटना

## BIHAR SCHOOL EXAMINATION BOARD, PATNA

### अंक विवरणिका MARKS STATEMENT

इन्टरमीडिएट परीक्षा, 2011 INTERMEDIATE EXAMINATION, 2011

नाम Name ARIF RAJA ANSARI

पिता का नाम Father's Name AINUL HAQUE ANSARI

महाविद्यालय College PT.J.L.N.COLLEGE, MARHAURA, SARAN

रैल कोड Roll Code 4135

क्रमांक Roll No. 10263

सूची० संख्या Enlistment No. 912/032/040350/08

संकाय Faculty SCIENCE

विषय का नाम SUBJECT NAME	कुल अंक F.Marks	पास अंक P.Marks	प्राप्तांक MARKS OBTAINED			
			सौ. कुल Theory	प्रायोगिक Practical	Reg. Th.	विषयवार प्राप्तांक Subject Total
1. अनिवार्य COMPULSORY :						
R.B. NON-HINDI	050	015	034			
URDU	050	015	027			061
ENGLISH	100	030	077			077D
2. ऐच्छिक OPTIONAL :						
PHYSICS	100	033	033	029		062
CHEMISTRY	100	033	037	029		066
MATHEMATICS	100	030	059			059
3. अतिरिक्त ADDITIONAL :						
प्राप्तांक AGGREGATE MARKS : THREE HUNDRED TWENTY FIVE						325
परिणाम RESULT	: 1ST DIVISION					

Dated : 05-06-2011

PATNA-800 001

*Anup K. Sinha*  
Secretary

# बिहार विद्यालय परीक्षा समिति

## Bihar School Examination Board



प्रमाण-पत्र

CERTIFICATE

इन्टरमीडिएट परीक्षा, 2011

INTERMEDIATE EXAMINATION, 2011

यह प्रमाणित किया जाता है कि ARIF RAJA ANSARI  
This is to certify that

रोलकोड 4135 अनुक्रमांक 10263  
Roll Code Roll No.

सूची संख्या 912/032/040350/08  
Enlistment No.

आत्मज/आत्मजा धी AINUL HAQUE ANSARI  
Son/Daughter of Shri

राष्ट्रीयता INDIAN इन्टरमीडिएट SCIENCE  
Nationality Passed Intermediate की परीक्षा 2011  
Examination 2011

में PT.J.L.N.COLLEGE, MARHAURA, SARAN  
from

में FIRST श्रेणी में उत्तीर्ण हुए/हुई।  
in Division

परीक्षा के विषय :  
Examination Subject :

R. B. NON-HINDI  
URDU  
ENGLISH  
PHYSICS  
CHEMISTRY  
MATHEMATICS

पटना :  
PATNA :  
दिनांक :  
DATE : 05-12-2014

*Anup K. Saini*

सचिव  
SECRETARY



**बिहार विद्यालय परीक्षा समिति, पटना**  
**BIHAR SCHOOL EXAMINATION BOARD, PATNA**

क्रम सं०  
SL.NO. 0767727

अंक पत्रक MARKS SHEET  
माध्यमिक विद्यालय परीक्षा SECONDARY SCHOOL EXAMINATION, 2009 (Annual)

Name ARIF RAJA ANSARI  
माता का नाम Mother's Name SAYADA KHATOON  
पिता का नाम Father's Name AINUL HAQUE ANSARI  
जन्म तिथि Date of Birth 05/02/95  
विद्यालय School K P H H S SHILHAURI  
Roll Code 9103 Roll No. 0244 Reg. No. 912/032/040350/08

SUB. CODE	SUBJECT	FULL MARKS	PASS MARKS	MARKS OBTAINED				MARKS IN WORDS
				Theory	Practical	TOTAL		
1.03	URDU	100	30	056	-	056		FIVE SIX
2.02	N.L.HINDI	100	30	056	-	056		FIVE SIX
3.01	MATHEMATICS	100	30	074	-	074		SEVEN FOUR
4.01	SCIENCE	100	30	054	015	069		SIX NINE
5.01	SOCIAL SCIENCE	100	30	075	-	075		SEVEN FIVE
6.01		500	150	AGGREGATE		330	RESULT	
	ENGLISH	100	30	061	-	061		1ST DIV
	OPTIONAL	100	30					

1st Div : 300, 2nd Div : 225, 3rd Div : 150  
Patna, Dated MAY 20, 2009

*Anup Kumar Saini*  
Secretary