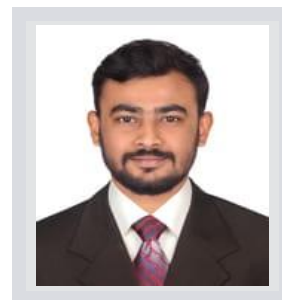# RAHIT HALDER

Address: 28, Hasen Uddin Road, North Badda, Dhaka-1212
Mobile No: +8801710588015
Email: rahithalder@hotmail.com

Career Objective:

Seeking a position in life to utilize my skills and abilities and achieve professional growth while being resourceful, innovative, and flexible. To add valuable assets to your esteemed organization as an active member.

Career Summary:

I have hands-on experience in Information Technology with Business Systems Specialization. Good command of **SAP (SD, MM, PP Module), STAGE ERP, LogicSoft ERP, APM ERP, E-Warranty, POS, HRMS, VMS, GTM, CRM, WMS, GEMS, MDM, ALM** implementation & Offshore support.
Can manage IT projects, develop, and implementation.

Employment History:

1. **Senior Executive, Business Systems Specialist-IT**

   (January, 2023 - Continuing)

   Haier Bangladesh Ltd

   Level 9, Concorde Sylvi Heights 73A, CWS, 11A Gulshan Avenue, Dhaka-1212

   Area of Expertise

   Business application Support and Implementation

   Duties/Responsibilities

   1) Manage divisional application change management requests with peer treasury management applications to ensure efficient coordinate production installs and business continuity planning initiatives.

   2) Develop, support and test for errors utilizing. Prepare Business Blueprint (BBP), User Acceptance Testing (UAT), End user support and training.

   3) Work with other vendors to get data in and out of different ERP systems.

   4) Prepare and execute test scripts to test functionally, validation of reports and QA.

   5) Work with programmers to test complete work, Rollout and QA to test final product.

   6) Execute best-practice infrastructure automation and high availability configuration management.

   7) Perform data mining for audit and research.

   8) Act as a technical and mapping resource during the implementation of electronic treasury management products.

   9) Execute best-practice infrastructure automation and high availability configuration management.

   10) Overall IT asset management, Maintain user security and support so on.

2. **Senior Executive-IT & ERP**

   (October, 2019 - January, 2023)

   Sterling Styles Ltd.

   House-12, Road-07, Sector-07, Uttara, Dhaka-1230

   Area of Expertise

   Application Support and Implementation

   Duties/Responsibilities

   1) Contribute in the enhancement, monitoring, planning, testing and ongoing implementation of the company`s leading, advanced Enterprise Resource Planning ERP system. (Store/Inventory, Merchandising, HRM/Payroll).

   2) Monitor data entry from each department. & Troubleshoots any ERP data entry or report generation problem.

   3) Assist during the engagement activities of teams on new transactions, guiding them to prepare focused request lists and agenda, facilitating onsite reviews, and providing leadership over deliverables.

4) Work closely with the ERP development implementation team and complete the ERP installation as advised by supervisor.

5) Assist during the testing phase of new developments and implement in the live system. Conduct and coordinate the training activities and provide support throughout the office, trouble shooting. Provide ERP support to all office staff.

6) Input data of order summary, analyze data from time to time also create reports on Projection Record. Create reports on growth plan and achievement record.

7) Assist to evaluate and recommend changes to current and future ERP system requirements to meet organizational needs. Ensure the smooth running of all modules also assist to coordinate with my various teams with data.

8) Hardware, network maintain and troubleshoot, IT asset management, any other responsibility assign by the management.

3. **Executive-ERP**

(December, 2017 - September, 2019)

Radiance Group

House-521, Lane-10, Baridhara DOHS, Dhaka-1206

Area of Expertise

Application Support and Implementation

Duties/Responsibilities

1) Contribute in the enhancement, monitoring, planning, testing and implement of the company`s Enterprise Resource Planning (ERP) system.

2) Assist to evaluate and recommend changes to current and future ERP system requirements to meet organizational needs.

3) Monitor data entry from each department, troubleshoots any problem of ERP data entry or report generation.

4) Assist during the engagement activities of teams on new transactions, guiding them to prepare focused request lists and agenda, facilitating on-site reviews, and providing leadership over deliverables, ensure the smooth running of all modules.

5) Work closely with the ERP development/implementation team and complete the ERP installation as advised by team leader.

6) Assist during the testing phase of new developments and implement in the live system.

7) Conduct and coordinate the training activities and provide support to ERP users.

4. **Jr. Executive-ERP**

(November, 2015 - December, 2017)

Infotech Login

House-01, Road-3/F, Sector-09, Uttara model town, Uttara, Dhaka-1230.

Area of Expertise

Application Support and Implementation

Duties/Responsibilities

1) Implement software and train up users to use ERP software different module.

2) Provide technical support to all users and ensure the ERP systems are functioning properly and helping the business run smoothly.

3) Perform as a counselor and coach for ERP solution implementation, answering questions and providing guidance to the users.

4) Trouble shoot the issues & Ensure proper input process into the ERP system

5) Arrange team meetings and assigning action items to team members, following up along the way until the deadline for each project.

6) Submit day to day report about project progress to the authority Any other tasks assigned by management.

Academic Qualification:

Exam Title	Concentration/Major	Institute	Result	Pas.Year
Bachelor of Science (B.Sc.)	Computer Science & Engineering	Uttara University	CGPA: 3.10 out of 4.00	2022
Diploma in Engineering	Computer Engineering	Khanjahan ali college of science and technology, Khulna.	CGPA: 2.84 out of 4.00	2017
SSC	Science	Adarsha bidyalaya bagerhat secondary school, Bagerhat.	CGPA: 3.50 out of 5.00	2007

Training Summary:

Training Title	Topic	Institute	Country	Location	Year	Duration
Advanced Microsoft office application	Microsoft office Word, Excel, Power point Outlook	Youth Training Center, Khulna	Bangladesh	Sonadanga, Khulna.	2012	30 Days
Industrial Attachment	Windows Server 2008	Optimal IT Solution	Bangladesh	Humayun road, Mohammedpur, Dhaka.	2011	90 Days

Professional Qualification:

Certification	Institute	Location	From	To
Agile Project Management	University of Colorado Boulder	Online	November 1, 2022	December 14, 2022
Enterprise Systems	University of Minnesota	Online	August 25, 2022	September 25, 2022
Microsoft Office 365	Tech One Global	Dhaka Bangladesh	February 1, 2022	February 28, 2022

Career and Application Information:

Looking For	:	Mid-Level Job
Available For	:	Full Time
Preferred Organization Types	:	Multinational Company, Software Company, IT Enabled Service, NGO, RMG, FMCG, Electronic Equipment/Home Appliances, Group of Companies, Technical Infrastructure.

Language Proficiency:

Language	Reading	Writing	Speaking
Bangla	High	High	High
English	High	High	Medium

Personal Details:

Father's Name	:	Late. Ranajit Halder
Mother's Name	:	Madhabi Halder
Date of Birth	:	December 26, 1992
Marital Status	:	Unmarried
Nationality	:	Bangladeshi
Religion	:	Hinduism
Permanent Address	:	259/5, West bara sannyashi, Sannyashi high school, Rampal, Bagerhat-9340