SYED ABDUL MALIK

📞 **+971 50 430 7281**

🏠 **AL Shaiba Building Outsource Zone Dubai,**

M✉in **syedabdulmalik1990@gmail.com**

Visa status: Visit Visa (90 days) (Valid till March,05,2020)

OBJECTIVE

To pursue a highly rewarding career, seeking for a job in challenging and healthy work environment where I can utilize my skills and knowledge efficiently for organizational growth.

EXPERIENCE

FIVE STAR TRADING CO., LTD.   JAPAN
Designation: System Support Engineer
Duration: Nov 13, 2016 to Present

MEW PVT LTD
Designation: Assistant IT Officer
Duration: Dec 2014 To Feb 2016

PAKISTAN TELECOMMUNICATION COMPANY LIMITED
Designation: Customer Support Executive
Duration: Oct 2013 To Dec 2014

JOB RESPONSIBILITIES:

- Responsible for networking problems, network related issues, system installation, trouble shooting, Administration & configuration of Software.
- Provide 1st level IT Support (Hardware/Software), log the incidents/problems and close
- Them after resolution accordingly by following SOPs.
- Installation & Configuration of Windows Server 2008, 2012.
- Windows 7,8,10 (Installation, Troubleshooting windows features, system tools & other windows features)
- Installation of Active Directory.
- Office application (Trouble shooting office 2013,2007,2010, professional's application, configuring outlook email Trouble shooting email client connectivity and send receive issues.
- Network Connectivity (Trouble shooting basic lan/wan complains.
- Create users and group on Active Directory on domain environment
- Resolving daily user active directory related complain like password reset, group addition, creating or deleting computer account.
- Troubleshooting system hardware related issues like hdd, ram, motherboard
- Establish data backups & server backup.
- Implementing group policy for users.
- Coordination with vendor for providing solution and troubleshooting.
- Provide assistance to computer users by resolving technical problems and maintaining network, software and computer equipment for the company.
- Managed Services regarding ISP Networks
- Installing Printing devices
- All Computer Maintenance
- Product Support regarding software's
- Desktop Computers full support

Bachelor of Science	**Major: Computer Engineering** SIR SYED University of Engineering and Technology, Karachi - 2013
Higher Secondary Education	**Major: Pre-Engineering** Shah Abdul Latif Govt. Science College, Mirpur Khas -2008
Secondary School Education	**Major: Computer Science** Cambridge Public School, Karachi - 2006

CERTIFICATION & TRAINING

- E T-shirt certificate from Sir Syed University of Engineering & Technology Karachi.
- Training Certificate of MCITP Server 2008 from CTTC.
- Computer Hardware Maintenance Certification from Sir Syed University of Engineering & Technology Karachi.
- Japanese Language basic step 1.

SKILLS

- Thorough knowledge in Windows Server 2008/2012 networking environment
- Knowledge LAN, WAN, and Wireless building, cable installation and testing
- Active Directory
- Configuration and Managing of Servers and Workstations
- Manage recipient objects in exchange Server.
- Configuration of Wi-Fi Routers.
- Proficient user of MS Office.
- CCTV cameras installation and maintenance skill
- Ability to place CCTV cameras for best coverage
- Manage and monitor surveillance system

PERSONAL SKILLS

- Skillful at developing quick reports along with customers concerns and their feedback
- Good Communication skills with people
- Ability to work long hours to meet deadlines
- Can work both Independent and as a team member
- Able to work under pressure
- Very Committed to project schedules and deadlines6
- Hard working person.

LANGUAGES

- English/ Japanese/ Urdu/ Hindi

PERSONAL PROFILE

Date of Birth: 20 July 1990
Nationality: Pakistani
Marital Status: Single