

Muhammad Obaid Anwer

House# A03-A, Rizwan Society, Scheme-33, Near Bin Hashim Pharmacy (University Road), Karachi.

Gender: Male

Religion: Islam

DOB: 15-Feb-1992

Nationality: Pakistani

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OBJECTIVE:

➤ I have Good communication, interpersonal skills, I believe in teamwork efforts for the organization, I am punctual. I want to contribute my knowledge and skills for the advancement of an organization while studying and making myself grow with the organization.

SKILLS:

- Knowledge of CISCO Networking Technologies and Protocols.
- Knowledge of VMs Technologies.
- Knowledge of Data Center Technologies.
- Worked on Windows Server2008/2012/2016.
- Windows XP,7,8,10, Linux and Virtual Machines.
- Proficient in Technical and Non-Technical Communication, both in Oral and Written.
- Excellent Problem Solving, Analytical and Logical Thinking Skills.
- IP Cameras (Installation and Troubleshooting)

ACADEMIC QUALIFICATION:

- BS (Information Technology) PIMSAT-Institute of Higher Education 2016

CERTIFICATIONS AND TRAININGS:

- Cisco Certified Network Associate (CCNA) (Trained)

PROFESSIONAL EXPERIENCES:

Mega & Forbes (Imperial Developers & Builders)

Nov 2018 to date

Jr. IT Executive

Key Responsibilities during the services are as under:

- Coordinating with different vendors for their support as per SLAs.
- Responsible for managing the inventory of Desktops, Laptops and Android devices.
- Installation/Configuration of Network Systems Troubleshoot networks, systems, and applications to identify and correct malfunctions and other operational difficulties.
- Secure handling of IT equipment and Users Data. Perform routine backups & archival of files.
- Meeting customers face to face and handling & prioritizing problems. Escalating and identify any critical issues.
- Troubleshooting & Maintenance of User's Systems.
- Purchasing and Inspection of IT items.
- Documentation regarding IT and Cyber Security.
- Troubleshooting of IP-Cameras

Background Check Pvt. Ltd.

April 2018-Oct 2018

Asst. Network Administration

Key Responsibilities during the services are as under:

- Management of Dedicated Cloud Server
- Management of Cloud VPS.
- Manages G-Suit services.
- Managing the records of 50+ domains and their hosting.
- Managing timely renewal of all Cloud based services.
- Secure handling of IT equipment and Users Data. Perform routine backups & archival of files.
- Ensure the users gets the maximum support in minimum response time.
- Dealing with Vendors/Contractors for outsources services.
- Managing routine backups of all local and cloud servers.

KANTAR (MRB)**Oct 2017- Mar 2018****IT Support Assistant****Key Responsibilities during the services are as under:**

- Responsible for managing the inventory of Desktops, Laptops and Android devices.
- Remotely supporting the users across 9 region offices in Pakistan.
- Installation and management of 300+ Android devices.
- Installation and management of 15+ notebooks according to projects.
- Ensure logging of problem tickets in compliance with the standard processes for the incident, problem and change management.

Airwaves Media Pvt. Ltd.**Newone, TVone Waseb****Jan 2015- Nov 2017****IT Support Assistant****Key Responsibilities during the services are as under:**

- Manage and support Network Infrastructure of 150+ Nodes.
- Propose solutions for LAN and WAN Connectivity.
- Liaising & meeting with external suppliers of IT services.
- Producing reports for senior managers.
- Installation/Configuration of Network Devices Troubleshoot networks, systems, and applications to identify and correct malfunctions and other operational difficulties.
- Installation, maintenance and configuration of Microsoft Windows Server 2003, 2008 and 2012 Enterprise and Datacenter Edition.
- DNS configuration and Active Directory management.
- Maintain and Troubleshoot Network for Intranet and Remote Stations Via VPN.
- Hardware and Software Maintenance of Graphics machines (RTX).
- Hardware maintenance of Machines.
- File and data management for daily footages records.
- Maintain software performance of WASP3D.
- Hardware Maintenance of WASP3D Machines.

REFERENCE:

- Will be furnish up on your request.
- Available on immediate basis.