

# SAKIBOR ISLAM SAKIB

GP-Ka, 87/B, South Mohakhali, Banani  
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## Job Objective

To build up a worthwhile career that will provide me the opportunity to utilize my academic and professional skills in a vibrant working environment. Demonstrated ability to work with people and co-ordinate during team work at all stages. Special talent for managing time, taking initiative and generate creative problem solving ideas. Strong aptitude to manage all assigned tasks with attention, dedication and persistence.

## Employment History

Total Year of Experience: 3.1 Year(s)

### 1. IT Consultant (November 11, 2018 – June 30, 2020)

Triune Group

Location: Dhanmondi, Dhaka

Department: IT & Hardware

Duties/Responsibilities:

- Troubleshooting of Hardware, Software, Printers, Scanners and Operating Systems etc.
- Network & Firewall Configuration and Maintenance for all employees.
- IT related documentation.
- Website designing and development using various web languages.
- CCTV & fingerprint management.

### 2. Web Developer (January 18, 2018 - October 30, 2018)

The Bangladesh Monitor

Location: Naya Paltan, Dhaka

Department: IT

Duties/Responsibilities:

- Designing and implementing new features for existing website.
- Implementing SEO optimized contents for online newspaper.
- Regularly check for website bugs, security and coverage.
- Email management with clients.
- Regular creating & posting on social media like Facebook, Twitter and YouTube.

### 3. Jr. IT Officer (May 17, 2017 – January 15, 2018)

Airspan Ltd.

Location: Naya Paltan, Dhaka

Department: IT

Duties/Responsibilities:

- Troubleshooting of Hardware, Software and Operating Systems for office PCs.
- Network Configuration and Maintenance.
- Designed and developed websites.
- Managing online ticket bookings.
- Regularly update database.

### Academic Project Experiences

- Prepare standard report weekly basis and participate in evaluation of data.
- Preparing a management plan by collecting required information.
- Create and maintain strong relationship with partners.
- Made records of the research, data collection and data analysis on MS Office Excel.
- Developing a dynamic website using HTML5, CSS3, JavaScript and Bootstrap.
- Developing a web-based notification system.

### Personal Strength and Vision

- With self-confidence to work under good responsibility by any of Management to perform their requirements in time.
- Good confidence to work as Individual or under any Team as professional team work.

### Academic Records

Certificate / Degree	Passing Year	Name of Institution	Board	Group	CGPA
B.Sc	2016	The People's University of Bangladesh	Dhaka	Computer Science & Engineering (CSE)	3.01 (out of 4.00)
H.S.C	2011	Narsingdi Model College	Dhaka	Science	4.50 (out of 5.00)
S.S.C	2009	Moharpara High School	Dhaka	Science	4.63 (out of 5.00)

### Training Summary

Training Title	Topic	Name of Institution	Location	Year	Duration
Digital Marketing	Basic SEO, Social Media Marketing	Daffodil Institute of Professional Training	Panthapath, Dhaka	2014	3 months
Graphics Design	Adobe Photoshop, Adobe Illustrator	Aptech Ltd.	Narsingdi, Dhaka	2011	6 months

### Skills

#### Computer:

- Expert in using different versions of Microsoft Windows, GNU/Linux and MS Office packages used in organizational environment.
- Have a superior command in online communication, Social Media and using Internet.

#### Programming:

- Languages: C/C++
- Web Designing: HTML5, CSS3, Bootstrap, JavaScript, PHP
- Database: MySQL

#### Networking:

- Local Area Network (LAN) setup and maintenance.
- Knowledge on Router & Switch configuration.

#### Communication:

- Fluent in Bangla and English – both verbal & written.
- Capable of conducting multimedia presentation (MSPP).
- Efficient in documentation and writing reports.

## Hobbies

Traveling, Reading Books, Mobile Photography, Watching Movies, Cycling, PC Gaming etc.

## Abilities

- Self-confident & being positive.
- Ability to manage time & being flexible.
- Willing to accept responsibility & perform accordingly.
- Can work independently or within a minimum supervision.
- Open minded in adapting to new & challenging situation.
- Ability to work in teams & maintain effective communication.

## Carrier and Application Information

Looking for : Mid-Level Job  
Available for : Full Time  
Preferred Type : Banks, Telecommunication, Software Company, ISP, IT Enabled Service, BPO, Garments, Technical Support Center etc.  
Preferred Location : Dhaka

## Personal Information

Father's Name : Md. Abdul Wahab  
Mother's Name : Hamida Begum  
Date of Birth : March 10, 1994  
Gender : Male  
Marital status : Unmarried  
Nationality : Bangladeshi  
NID No. : 19946817631000492  
Religion : Islam  
Current Location : Dhaka

## Reference

Md. Imtiaz Hussain Head of Administration & HR Triune Group of Companies Cell: 01316691999 E-mail: imtiaz@triunegroup.net	Md. Ahidul Haque Manager Prime Bank Limited Cell: 01718206012 E-mail: ahidul.haque@primebank.com.bd
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## Certification

I, undersigned, certify that, to the best of my knowledge and belief, these curriculum vitae correctly describes me and my qualifications.

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Sakibor Islam Sakib