

MUBIN AKHTAR



BASIC INFORMATION

house#12E street#10 police calony nasir bagh road board Peshawar KPK Pakistan Peshawar
mubin2637@gmail.com, +92-321-9155428
Gender: Male
Nationality: Pakistani

WORK EXPERIENCE

ICT Specialist

Aug 2023 - Jan 2024

International Committee of the Red Cross

Support of legacy desktops, laptops and servers.

Evaluate new hardware and software to meet company requirements.

Maintain inventory of internal licenses and track compliance.

Provide technical advice and assistance to office staff as needed.

IT Assistant

July 2022 - Aug 2023

Association For Community Development(BMGF)

Facilitate BMGF(Bill & Melinda Gates Foundation) Team to implement Digitalization process of TB (Tuberculosis) in KP Region.

IT Officer

Oct 2020 - May 2022

RIZ Consulting (Bill & Melinda Gates Foundation)

Installing and configuring

computer hardware, software, systems, networks, printers, and scanners.

Monitoring and maintaining

computer systems and networks.

Responding in a timely manner

to service issues and requests.

Providing technical support

across the company (this may be in person or over the phone).

Setting up accounts for new

users.

Repairing and replacing

equipment as necessary.

Testing new technology.

Possibly training more

junior staff members.

CCTV

Assistant Manager Networks

April 2018 - Oct 2020

Comsats Internet Services Islamabad

Researching, developing, and

recommending Network Automation Tools and Process for Provisioning,

software Upgrades, Password Changes, Support, Troubleshooting, Monitoring

Reports.

Managing COMSATS UPLINKS with

BGP configuration from two Services Providers.
Managing IOS UPGRADTION of all
CORE network Cisco routers and switches.
Deploying and managing Routing
(OSPF, EIGRP, and BGP).
Switching (L2 Ether- channel,
Spanning-Tree, VTP, VLAN) with CISCO Catalyst 3750, 3650X, 3550, 2960, and
2950.
Bandwidth-management in COMSATS
CORE NETWORK using CISCO 7200 VXR, CISCO 7500, CISCO 3800, CISCO 3745,
CISCO 3725, CISCO 3640, CISCO ISR 2800, CISCO 2600.
Deploying and managing Wireless
Internet Services Provider Solution (WISP) of UBNT (Air Control NMS,
ROCKET M5, Power BridgeM5 and Nano Bridge M5).
Deploying and managing Video
Conferencing solution of POLYCOM (HDX 9000, 7000 Polycom Firewall) for
COMSATS INTERNET SERVICES customers.
Deploying & managing
Bandwidth management Server for shared links (e.g., Mikrotik,
pfsense).
Identifying and tracking
network change control factors, participating in testing of the required
changes and compiling test data for service deployments.
Providing technical solutions
and troubleshooting to corporate customers.
Design and implementation of
SLA with corporate customers.
Planning, identifying, and
analyzing costing considerations of upgrades as well as new network
deployments.
Preparing detailed
documentation and Network diagrams.
Issuing work orders to
operational teams (NOC, Field Services etc.) for deployment of services
and for teams to understand the requirements and benefits prior to
implementation.
Creating work orders and
documentation related to the Network such as new build outs, changes to
the existing network, and moving services/equipment around to better
facilitate optimal network performance.

Assistant Network Administrator

April 2017 - April 2018

Virtual University of Pakistan
Managing IT Infrastructure of
Virtual University.
Managing Software Purchasing
for Campuses.
Backup and Restore data,
providing Support to VU staff and resolving technical Issue.
Documentation of IT procedures
Promotion of standards and IT practices in the organization
Supervise 'Network
Requirements' and 'Network Repair & Maintenance' related to
inter-networking & infrastructure, IT Hardware & Software of head
office and branch offices.

Liaison with vendors for Service Level Agreements and maintained updated network inventory of all offices.

I.T Coordination Officer

Sep 2015 - April 2017

National Bank of Pakistan

Support to 215 branches of KPK.

Implementation of CBA (Profile application).

Branch Server and client installation & configuration.

1st level Network support.

Oracle Database support & maintenance.

Web based

portal (Western Union/ATM ETC) Implementation All Over KPK.

Coordinating with vendors regarding different systems and networks.

Implementation, maintenance and troubleshooting of communication

Networks i.e., LAN, WAN and ATMs of more than 200 branches of NBP.

EDUCATION

Bcs(Hons)

Sep 2009 - Sep 2013

Islamia college peshawar(Chartered university)

2.79 CGPA OUT OF 4.0

HSSC(Intermediate)

2008 - 2010

Agriculture university public school & college

60% marks, 1st division

Secondary school certificate

1997 - April 2007

Police public school peshawar

61% marks, 1st division

QUALIFICATIONS

Fortinet NSE

2 (Network Security Associate) (Certificate No # oH2UEhO4oQ)

IELTS 28th February 2015 6.0 bands

Linux (RHCE) 1st June ,2014 training

at "Inara institute" Arbab road

Peshawar.

CCNA(R&S) 25th Dec, 2018 Cisco Networking academy(Certificate

No#423674168792BMDG)

INTERESTS

New technologies, Troubleshooting (Hardware and Software),Internet Surfing, Reading, Plantation, Downloading Softwares,creativity.

REFERENCES

Mr. Sajjad Riasat, IT Manager, RIZ Consulting.

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