

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

DHIS-2, (Certificate No# 8400c62abdf3496089efdef98a4c1lad) Aug, 2022

ICSI | CNSS Certified Network Security Specialist June, 2020

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

IELTS 6.0 bands 28th February 2015

CCNA(R&S) (Certificate No#423674168792BMDG) 25th Dec, 2015

REFERENCES

Rohila Saba, HR Officer, International Committee of the Red Cross (ICRC).
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Usman Ali, HR Officer, Association for Community Development.
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