**Sayed Ijlal Haider**

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**OBJECTIVE:**

To work in a reputed, well established company where I can further my learning and use my skills and capabilities to enhance my professional expertise and career.

**SKILLS**:

* Proven leadership and management skills
* Strong analytical, communication and organizational skills
* Highly creative and imaginative, and curious about clients' products and services
* High level of competence using Microsoft Excel to create automated reports
* Skilled in Computer and Internet applications
* Confident in working under pressure and meeting tight deadlines
* Excellent interpersonal, customer service and presentation skills
* Strong expertise in streamlining operations and increasing efficiency of product
* Detail and technical oriented
* Fluent in English, Urdu and Punjabi.

**TECHNICAL SKILLS**:

* Network engineering including responsible for designing, implementing, monitoring and managing the local and wide area networks of an organisation to ensure maximum uptime for users. This also includes designing system configurations, documenting and managing the installation of a new network, and maintaining and upgrading existing systems as necessary.
* Designing and implementing new network solutions and/or improving the efficiency of current networks
* Installing, configuring and supporting network equipment including routers, proxy servers, switches, WAN accelerators, DNS and DHCP
* Procuring network equipment and managing subcontractors involved with network installation
* Configuring firewalls, routing and switching to maximise network efficiency and security
* Maximising network performance through on-going monitoring and troubleshooting
* Arranging scheduled upgrades
* Investigating faults in the network
* Updating network equipment to the latest firmware releases
* Reporting network status to key stakeholders
* Routing protocols: EIGRP, OSPF, BGP
* Operational support
* SAN networking knowledge
* Unified Communication
* OSI model
* Multicasting knowledge: IPv4 and IPv6
* Cisco ASA Firewalls
* Virtual networking
* Maintained networking equipment and systems including routers and switches to ensure proper performance
* Developed and implemented solutions for clients by maintaining quality customer service

**WORKING EXPERIENCE**

**February 2018 – Till 2020.**

HSI – International (Jawad Sultan Group)

EDP Executive.

Warehouse Manager.

IT and Network Support.

**Job Responsibilities**

* Data entries on system.
* Tally Invoicing and software stock management.
* Odoo Stock SRV/GRV and Invoice processing.
* Managing transportation and deliveries.
* Staff operational duties management.
* Daily weekly and monthly jobs assigning to Merchandising and promotion staff.
* Team handling in outlets and job descriptions.
* Warehouse Management for security and safety for Goods and Labour.
* Stocks management.
* Maintaining all records of stocks, orders, deliveries and returns.
* Frequent market visits for product feed backs.

**December 2015 – December 2017**

IT and Network support engineer.

Canon Store Counter sales and advisor.

Rahat Computer Services.

**Job Responsibilities**

* Indoor/Outdoor hardware and network support solutions.
* Sales executive for step-in customers.
* Product advisor for Canon brand dealing with online and step-in customers.
* Details descriptions and guide for the products sold.

**July 2013 – Aug 2015**

Asst. Director – Drama Productions Team

HUM NETWORKS (HUM TV/HUM MASALA/STYLE 360)

**Projects worked on**

* Aik Thi Misaal – Drama Serial 26 Episodes
* Tum Mere Paas Raho – Drama Serial 25 Episodes
* Kabhi Na Kabhi – Drama Serial 18 Episodes

**Job Responsibilities**

* Overall Management of Directors Office
* Scheduling Shoots
* Props Arrangement
* Locations Arrangement (Permissions/Inspections etc)
* Transportation/Route Management
* Catering Arrangement
* Security & Safety Arrangement (HSE)

**Feb 2011 – Jun 2013**

Asst. Photographer

Silver Grain Studio

**Exposure**

* Fashion (Indoor Outdoor Shoot/Ramp Modelling Shoots)
* Product
* Corporate
* Concerts

**2008 – 2010**

I.T & Network Admin

KASB Bank

* Trouble shooting work station problems
* Ensuring internet connectivity
* Casing & installation of computer peripherals
* Local Area Network maintenance
* Overall, I.T management of the Head Office.
* Active Directory Support

**2007 – 2008**

I.T Solutions Provider (Field work)

East Tech Computers

* Door to Door Mobile solutions providing
* Hardware & Networking
* Trouble shooting

**Computer Skills**

Microsoft Office - Word, Excel, PowerPoint

A+ certification - PC hardware and Widows OS fundamentals

Network+ certification - Installation and configuration of Windows 2000 client server

CCNA

RFID

ADOBE PHOTOSHOP

**Academic Qualifications**

Bachelors of Commerce – B..Com – University of Karachi

**Personal Details**

Date of Birth: 4TH AUG 1984

Gender: Male

Marital Status: Single

Nationality: Pakistan

Passport Details: BX6971591