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Languages English
Marital Status Married



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Passport No. EM5199031

OBJECTIVES

To work in a challenging position with a progressive organization offering opportunities for growth and advancement in **Development Sector**. Keen to learn and implement new methods and strategies with proven results. Team player, always result oriented, fast learner and excellent written / oral communication skills.

PROFILE

A multi-disciplinary professional with impressive track record in the field of development have varied experience in National and International organizations.

- Hold multiple Diplomas in Information technology Management, a Bachelor degree in Computer .
- Proficient in management manage whole tasks.
- Advance level I.T proficiency Database & Application Designing, WEB Desinging, wireless networking system & network administration, VB, C++, Oricle, Ms Access, Ms Office, Outlook etc.
- Analyzing problems and solutions, Able to meet Deadlines, Work under pressure, Implement Decisions and forcing policies, Provide customers services, Team Player, Ability to build relationship.
- Ability to work under minimal supervision and report to top management.
- Prioritization of work and perfect time management.
- Excellent leadership qualities & can handle multiple tasks.

EDUCATIONAL PROFILE

- Bachelor of Computers Science (BCS) from PIMSAT (Preston Institute Of Management Science & Tech:) Pakistan.
- DIT one Years Diploma in information technology, From (ICI) International Computer & English Language Center Sindh, Pakistan
- Other short courses in Programming Languages, Web Designing & Office Automation ETC...

MAJOR ACHIEVEMENTS:

- **“UMER GROUP OF COMPANIES”**: Umer group of companies have number of projects including Power Generation, Textile, and leather garment units in Pakistan, They awarded us the project for their two factories Faisal Spinning Mills LTD and Bhanero Textile Mills LTD, I designed & provided solution for them according to their requirement. M/S Bhanero Textile Mills LTD are the pioneer of Pakistan in producing Melange Heather Gray yarn for knitting as well as weaving propose. Due to very vast verities of Melange and Heather Gray shades, it was challenge to design and implement a practical Database system through which they could handle their production, stocks, movement / dispatch of the huge number of verities. But I accepted the challenge and designed a system according to their requirement. This is running very successfully. I study their system and gave them a solution by designing database to handle all records on single click bases by giving some parameters. My system was extracting the data from million of their entries from records.

- **“HASEEN SUPPER MART”:** I have designed the inventory Control Systems, Account management system & Computerized Invoice System for Haseen Super Mart, There are 5000 different product. And our database is fulfilling their requirement. We also provide computer hardware including Receipt Printer, Cash drawer , Barcode Readers, & Networking . The Database was centralized and access from the server to the terminals

JOB PROFILE

Company: Electronaid Computers, Pakistan

Period: October 1999- to 2005

Position: Channel Sales Manager

Major Responsibilities

Responsible for scalability, Administrative Access Computer Hardware Software Purchase.

- Handling relevant software
- managing over all data
- Over all coordination with management
- Provide overall IT support to the Liaison office and project base offices as well
- Overall documentation and record maintaining
- Overall secretarial tasks
- providing training and technical support for users with varying levels of IT knowledge and competence;
- supervising other staff, such as help desk technicians;
- working closely with other departments/organizations and collaborating with other staff;
- Other tasks assign by management as per requirement

Company: Electronaid Computers, Pakistan

Period: October 2006- to Oct 2011

Position: Director Project IT Management

Major Responsibilities

Over all supervision of administration, and all IT related issues at liaison office Hyderabad and remote areas’ stations at various locations.

Implementation and management of Policies procedure practices.

- Managing over all data and official records
- IT Support Handling MIS (Management Information System)
- Automation of recurring tasks.
- Planning, deployment and maintenance and client facilities.
- Provision of second-level support to corporate users.
- Development of new projects and proposals.
- Comprehensive documentation of our systems and processes.
- To implement data back-up and other system housekeeping procedures
- Assist other co-workers to author documentation as required in support of I.T. services.
- Conduct training for staff and users.
- Design and write reports.
- Interact with end users to maximize network and systems utilization.
- Analyze data processing requirements to plan data processing system.
- Problem rectification/alteration
- Analyze information to determine, recommend, and plan layout for type of computers and peripheral equipment, or modifications to existing equipment and system that will provide capability for proposed project or workload, efficient operation, and effective use of allotted space.
- Recommend purchase of equipment to control dust, temperature, and humidity in area of system installation.
- Assist with network installation and survey work as requested to assist with network upgrades.

- Provide one-to-one assistance and explanation of services to users.
- Undertake defined, regular networking and web maintenance tasks to agreed procedures.

Company: **Electronaid Enterprise Sdn Bhd (1017204-W)**

Period: **October 2012- to Until Now**

Position: **Managing Director**

Major Responsibilities

Over all supervision of administration, of Electronaid Enterprise Sdn Bhd and Implementation and management of Policies procedure practices.

- Developing Company's Operation Strategies.
 - Managing over all data and official records.
 - Development and Communication new Products.
 - Conduct training for staff.
 - Conduct / Research Company Market's.
 - Implementing Operation Strategies.
 - Supervising Company's team.
 - Increasing our Company's market share.
 - Improving our Company's services yield.
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