MOHAMED HAMZATH MOHAMED FAZLAN

OBJECTIVE

To be a contributor in achieving the set targets and goals in taking the entity towards growth and establishment into the future together with to enhance my knowledge with experience adding to my success in attaining the qualifications

CONTACT INFO

📞 +971557176553

✉ mohamedfazlan775@gmail.com

PERSONAL DETAILS

Date of Birth: 21st September 1993

Gender: Male

Nationality: Sri Lankan

Religion: Islam

Marital status: Single

EXPERIENCE

SENIOR ASSOCIATE FOR SALES AND SERVICES
EMPLOYEE CODE - 495
UNIMONI EXCHANGE, LLC. DOHA, QATAR

September 2017 to April 2022

Skills & Duties:
- Greeting and welcoming clients to the branch premises.
- Execute client's requests and transactions.
- Handle client's inquiries.
- Help the branch achieve the targets through good customer service and interaction.
- Creates awareness about the products and services of the organization.
- Ensures all transactions are done adhering to guidelines of the organization and Anti-money laundering (AML) compliance.
- Initiates to do marketing along with Marketing Executive.

IT ASSISTANT
SALINI IMPREGILO GROUP QATAR BRANCH
ISGjv Company (Red Line North Underground Metro Project)

11th of April 2016 to 31st of October 2016

Skills & Duties:
- Configure and maintain DNS, DHCP, Active Directory, Print Server, File Server
- Install complex hardware & software and upgrades to ensure work is performed as per the company policy and requirement.
- Configure and maintain Access Control System (Finger Print and Access Cards).
- Responsible for replacing and installing computer hardware as required
- Configure and maintain IP Cameras.
- Configure Routers, Access Points, Portable Routers, Switches, etc.
- Maintain security audits and performance monitor of the Systems and Network.

LANGUAGE ABILITY

- ✓ English: Fluent *(Read, Write and Speak)*
- ✓ Tamil: Fluent *(Read, Write and Speak)*
- ✓ Sinhala: Fluent *(Read, Write and Speak)*
- ✓ Arabic: Basic *(Read only)*

PROFESSIONAL QUALIFICATIONS

- **Cisco Certified Network Associate - CCNA (200-120)**
  Institution of Winsys Networks

- **Microsoft Certified System Administrator - MCSA (2012)**
  Institution of Winsys Networks

ACADEMIC QUALIFICATIONS

- **CIMA** *Achievers Business School* (Foundation)
- **Diploma in Hardware Engineering with Networking** *Winsys Networks* (Successfully Completed)
- **G.C.E Ordinary Level** *Zahira National College, Gampola, SriLanka* (Pass with A, B, 3C's & 3S)
- **Professional Training course (CCTV/COPPER/FIBER Network cabling /PABX& Wireless Networking)** *Winsys Networks* (Successfully completed)

D E C L A R A T I O N

I here by declare that the above given information are true and any other further information will be furnished on request.

M.H.M. FAZLAN