

PERSONAL DETAILS:

Full Name : **NOUMAN SHEHZAD**
Father's Name : Abdul Samad
Mobile : +971 50 822 7410
Email : nomanshahzad700@gmail.com
Date of Birth : 25th of May 1990
Nationality : Pakistani
Address Present : International City Dubai, United Arab Emirates



SUMMARY:

Five years of working experience in networking, web development and administration, seeking a challenging role in an organization that calls for in-depth involvement and participation in the planning and strategic decisions of the organization. Keen to demonstrate my skills and prove that business plans can be met while leading and motivating team members.

QUALIFICATIONS:

Qualification	Institute	Start	End	Location
Bachelors of Commerce	University of Baluchistan	Apr-2011	Mar-2013	Pakistan
Intermediate in Computer Science	The Professors College	Mar-2008	Apr-2010	Pakistan
Certificate in Computer Science, Graphics and Web Development	National Vocational and Technical Training Commission	Sep-2019	Sep-2020	Pakistan
Certificate in Information Technology	National Vocational and Technical Training Commission	Feb-2019	Aug-2019	Pakistan

LANGUAGE SKILLS:

- English
- Arabic
- Hindi
- Urdu
- Punjabi

COMPUTER SKILLS:

- MS Office
- Adobe Photoshop
- Web Development
- Graphics
- Internet Exploring

WORKING SKILLS:

- Creativity.
- Customer Service Skills
- Team Work Skills
- Customer Service Skills
- Collaboration
- Critical Thinking
- Collaboration
- Active Listening
- Decision Making
- Public Speaking.
- Problem Solving
- Management
- Leadership skills
- Administrative skills
- Communication

WORKING EXPERIENCE:

ULTRA SOFT SYSTEM

Apr-2018 to Sep-2020
Networking Manager
Pakistan



- Collaborated on network development, implementation, and maintenance of routers, switches, firewalls and NAC and WAN optimization.
- Implemented WAN and LAN designs in multi-datacenter configurations.
- Oversaw network performance, making changes when needed to boost overall efficiency and power.
- Planning existing network systems and procedures to foster efficiency and effectiveness
- Conducted security assessments and made recommendations for disaster recovery, remote access, network appliances, servers and directory services security.
- Applied deployment best practices and proper security protocols in network management.

AL NAQI WATER TREATMENT

February 2016 to February 2017
Assistant Sales Manger
Sharjah United Arab Emirates



- Completed store opening and closing procedures, including counting drawers and managing security
- Conducted weekly sales meetings to discuss business opportunities and strategies and alleviate the issues
- Identified and hired exceptional candidates to fill key sales roles and strengthen revenue development
- Monitored the buying trends of the customers and adjust the strategies accordingly
- Assisted sales team with proper training and counselling
- Expanded territories through customized mentoring, streamlined operations and personalized business relationships.

REFERENCE:

- Will be furnished upon request.