

MOHAMMAD SIHAD S

<u>Email:</u>

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Mobile Number:

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Present Address:

Dubai, U A E

Personal Details:

Nationality: IndianDate of Birth: 08-05-1991Gender: MaleMarital Status : Married

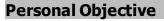
Driving License : UAE

Languages Known: English, Hindi, Malayalam & Kannada. Arabic (Reading & Writing)

Passport No: J2660234

Place of Issue : Kozhikode Date of Issue : 29/07/2010 Date of Expiry :28/07/2020

Visa Status: VISA



Looking forward to occupy a suitable position in **IT**/ **Networking/Sales** where my technical skills as well as attitude will add value and thus contribute towards the development of the organization and myself.

Strengths:

- > Good communication, presentation, interpersonal, technical & team skills.
- > Hardworking & Self Confident.
- > Team Building & Management skills.
- > Quick learner with ability to grasp new technologies, software & hardware.
- > Good analytical skills, willing to relocate & travel.

Education:

- ✓ Higher Secondary Board of Higher Secondary Govt Of Kerala India
- ✓ **SSLC** (Board Of Secondary, Govt of Kerala, India)

Technical Skills:

Networking: Undergone CCNA-Cisco Certified Network Associate.

· CCTV ,Network Administration · Network Setup & Maintenance · Hardware Installation · Operating Systems Setup · Training & Technical Support ·Hardware & Software Upgrade · WAN Maintenance

• Software Implementation • Printer installations • Troubleshooting Operating System: Windows

95/98/NT/2000/XP/2003/Vista/7/8/2008/2010 and Linux. Hand on Experience :Hardware Installation of PC's. Remote/backup tools: Norton Ghost, Dame Ware, Team viewer, VNC. Application Packages: MS-Office 2003/07 /10/13, MS Outlook, Lotus. Graphic Tools: Adobe PageMaker, Adobe Photoshop.

Presently Working:

Company Name Designation Support

: CADVIL SOLUTIONS : Business Development Executive and IT



Job Responsibilities:

Marketing and Sales Client/Vendor Relations Team Building/Leadership Assembling & Dissembling the Computers. Install, upgrade, support and troubleshoot XP, Windows 7,8,8.1,10 and Microsoft Office 2007,10,13 and other desktop applications. Responsible for managing PCs, troubleshooting and customer service. Taking Care of Hardware and Network Issues. Installation of Network Printer & Troubleshooting. Configuring/managing and troubleshooting e-mail systems like MS Exchange Outlook Express & MS Outlook Planning, designing, implementing and administering LAN/ WAN / Monitoring network devices Taking daily backup for diverse systems. Preparing of daily and monthly reports Check the update of Antivirus and be sure of the cleaning of all desktop computers and LAN. Supporting Users for everyday and every time Computer related problems. Answering any technical questions the client might have Marketing and Sales

Work Experience: (6 Years)

Company Name		:	INVIS COMPUTERS L.LC, DUBAI
	Duration	:	December 2015 to July 2019
	Designation	:	IT Sales Executive and IT Support
٠	Company Name	:	PROLINE ELECTRONICS L.LC, DUBAI
	Duration	:	September 2014 to November 2015
	Designation	:	IT Marketing Executive and Technician
٠	Company Name	:	IDEA Cellular ltd, INDIA
	Duration	:	Feb 2008 to February 2010
	Designation	:	Outdoor Sales
٠	Company Name	:	Real Computer Company, INDIA
	Duration	:	March 2010 to October 2012
	Designation	:	System Engineer

Work Summary:

Experienced in System Hardware/Software/Network/Desktop level Supporting/ Purchasing materials, visiting sites, Preparing Quotation, Trouble shooting, Assembling new Systems, planning, Installing, Configuring and Administering LAN, WLAN network environments using Win XP, Vista, Win2003, 2008, Win7 and Macintosh Linux as well.

SALES RESPONSIBILITIES:

Greeting customers, follow up, & increase maximum No. of sales package. Attending initial sales meetings and meeting the client. Decide whether the software or hardware needs adapting to meet the client's needs. Answering any technical questions the client might have. Presenting our findings to a technical team to act on, and then to the client. Processing rentals and selling optional services. Responding to customer questions and complaints, resolving overdue rentals. Maintained records and statistics.

