MANSOOR SAJAHAN

IT Admin & Executive

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Al Azzizia ,Near Villagio

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Passport No. N9205559

EDUCATION

Bachelor of Information Technology
University of Moratuwa, Sri Lanka.
2022- 2023

Higher National Diploma in IT
Advance Technological Institute, Sri Lanka.
2017- 2020

G.C.E Advanced Level E-Tech
Al Hilal Central College | Sri Lanka
2013 - 2016

G.C.E . Ordinary level
Al Hilal Central College | Sri Lanka
Dec - 2013

CERTIFICATION

- Certificate for Windows Networking
- Diploma in AWS.
- Payroll Accounting with Visual Effect.
- Google Fundamentals of Digital Marketing.
- Participated in CCNA.

SKILLS

- Technical Troubleshooting
- Network Configuration
- System Management
- Software Development
- User Support
- Document Control
- MS Office (MS360, Excel, Access)

LANGUAGES

Tamil - Native Language

English

Proficient

Sinhala

Proficient

PROFESSIONAL SUMMARY

Skilled IT Executive & Administrator adept in network management, system configuration, user support, and software development. Seeking to optimize IT operations, enhance security, and drive productivity through innovative solutions and user-centric support.

WORK EXPERIENCE

NETWORK ADMINISTRATOR
WinSys Networks (Pvt) ltd. I Oct 2019 - April 2020
Colombo 04, Sri Lanka.
- Adept in configuring and securing network infrastructure, monitoring performance, troubleshooting issues, and implementing robust security protocols.
- Proficient in managing Linux and Windows systems, maintaining hardware and software, and providing user support.

NETWORK & SYSTEM ADMIN
WinSys Networks (Pvt) ltd. I April 2020 - Dec 2020
Colombo 04, Sri Lanka.
- Proficient in monitoring network performance, troubleshooting issues, and implementing security measures to safeguard network integrity.
- Hands-on experience in CCTV systems for enhanced surveillance.
- Provides comprehensive technical support to end-users for both hardware and software issues, ensuring seamless operation.

IT SUPPORT SPECIALIST
WinTech IT Solution I Feb 2021 - Apr 2022
Colombo, Sri Lanka.
- Proficient troubleshooter for diverse hardware and software issues, with expertise in network configuration, system diagnostics, and problem resolution.
- Experienced in administrative roles emphasizing network and system management, showcasing strong problem-solving abilities.
- Proficient in virtualization using VMware and Microsoft Office Suite, including Excel, Word, PowerPoint, and Outlook.

FULL STACK SOFTWARE DEVELOPER
Space IT Labs I Sept 2022 - Sept 2023
Nottingham, United Kingdom.
- Proficient Full stack Software Developer specializing in crafting end-to-end web solutions.
- Expertise in Laravel, PHP, JavaScript, CSS, HTML, Vue.js, and Bootstrap.
- Experienced in Postman testing and manual testing methodologies for meticulous software application verification.

IT ADMIN & EXECUTIVE
FG Group Holdings. I Sept 2023 - Present
Doha, Qatar.
- IT Executive at FG Group Holdings, overseeing IT operations, implementing technology solutions, troubleshooting issues, and providing technical support.
- Manages QA testing and collaborates with the development team to ensure optimal system performance.
- Adaptable and agile in dynamic IT environments, staying ahead to meet organizational objectives.