CURRICULUM VITAE

Muhammad Iftakhar

IT Technician
P/O Box Daharki,
Address: Jung Colony Daharki Teh. Daharki Distt. Ghotki, Sindh.
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Objective:

Experienced and Knowledgeable information technology professional wit 5+ years' experience seeks to contribute her training and acquired skills within a Tier-1 technical support, and/or help desk role. Key skills include adept at providing computer support, Skilled in system troubleshooting, installations, and maintained, Possess In-Depth Knowledge of Numerous Software Packages and Operating Systems, Top Customer-Service and Help Desk Skills

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Personal Detail:

- Father Name   Muhammad Akram
- Date of Birth   13.09.1996
- CNIC   45101-5021409-7
- Marital Status   Single
- Religion   ISLAM
- Domicile   Daharki
- Passport No   CA1574091

Qualification:

- **Intermediate   (Second division)**
  From Degree college Daharki (2016)

Experience:

- Working with Pak Arab Engineering (Pvt.) Limited as an IT Assistant,IT Sup (Feb 2021 to till Date).

- I am currently working with the company on multiple projects and Turnarounds all over the Pakistan in following major projects;
  A highly motivated IT professional with extensive experience in providing technical assistance and troubleshooting for a wide range of software and hardware. Proven ability to provide technical support and training to users, ensuring maximum uptime and efficiency.

Project List:

- **2021**: Shutdown in Engro Fertilizer as a IT Assistant From 15-Jan-2021 to 18-Mar-2021.

- **2021**: Shutdown in Pakarab Fertilizer Limited Multan as a IT Assistant From 17-Apr-2021 to 01-Jun-2021

- **2022**: Shutdown in Pakarab Fertilizer Limited Multan as a IT Assistant From 02-May-2022 to 05-Sep-2022.

- **2023**: Shutdown in Bin Qasim Karachi as a IT Assistant From 02-May-2023 to 30-May-2023

- **2023**: Shutdown in Engro Fertilizer as a IT Assistant From 15-Feb-2023 to 18-Jun-2023.

- **2024**: Shutdown in Oil & Gass in As a IT Assistant From 11-Oct-2024 to 30-Oct-2024

Duties / Responsibilities:

- Repairing & maintenance of computer & laptops Installation windows and software of pc & Motorola walkie talkie repair and Networking. Office Assistant, Document controller, Computer Operator, Clark, Monitoring Cctv Cameras Installation and Maintenance.
- This includes installing, upgrading and maintaining hardware systems and networks in the workplace. In addition, IT assistants also instal the software, operating systems and digital tools that enable the company's employees to work.

Interpersonal Skills

- MS EXCEL
- MS POWER POINT
- MS WORD
- MS OUTLOOK
- OPERATING SYSTEM INSTALL: Windows 7,8,10,11 & Windows Server
- Presentation
- Adaptability
- Technical
- Troubleshooting

Languages

- ➢ ENGLISH
- ➢ URDU
- ➢ PUNJABI
- ➢ SINDHI