



ABDULLAH NAVEED

AL SATWA

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Objective

I am able to handle multiple tasks on a daily basis. I am a dependable person who is great at time management. I use a creative approach to problem solving. I am always energetic and eager to learn new skills. I have successfully met deadlines on every project I've worked on. I am always on time for organized events, work-related or otherwise. I am motivated to go to the gym before work to stay fit and healthy. Co-workers rely on me to be on time.

Experience

- Xenix Computers** 01-03-2019 - 15-09-2020
IT Technician
 1. Experience in Custom PC Building, Hardware Installation, and System Optimization
 2. Hands-On Expertise in Diagnosing and Repairing Laptops, Desktops, and Peripherals
 3. Worked with a Wide Range of Hardware Components Including GPUs, RAM, SSDs, and Power Supplies
 4. Technical Knowledge in Installing and Configuring Printers, CCTV Systems, and Network Equipment
 5. Involved in Basic to Intermediate Hardware Repair and Component Replacement for PCs and Laptops
 6. Provided Customer Support and Technical Advice on Computer Accessories and Upgrades
 7. Experience in Managing Inventory and Sales of IT Products such as Graphic Cards, Cables, and Peripherals
 8. Installed and Maintained CCTV Surveillance Systems and Handled Network Cabling Tasks
 9. Built and Assembled Desktop Systems According to Client Specifications and Performance Needs
 10. Offered In-Store Technical Support, Troubleshooting Services, and Post-Sale Maintenance Guidance
- TechnoFiy** 01-10-2020 - 30-01-2024
Founder / IT Solutions Provider
 1. Founder & Owner of IT Solutions Shop Specializing in PC Builds, Repairs, and Office Setups
 2. Delivered End-to-End IT Infrastructure for Small to Medium-Sized Business Offices
 3. Planned and Executed Complete Office Setups Including Workstations, Networking, and Security Systems
 4. Managed Sales, Support, and Installation of IT Hardware: PCs, Printers, CCTV, and Networking Devices
 5. Provided On-Site Technical Services: System Setup, Cable Management, and Device Configuration
 6. Customized IT Solutions Based on Client Requirements for Performance, Security, and Scalability
 7. Handled Procurement, Inventory Management, and Vendor Coordination for IT Equipment
 8. Offered Ongoing Support Contracts Including Maintenance, Troubleshooting, and Upgrades
 9. Built Strong Client Relationships by Delivering Reliable Tech Solutions and After-Sales Support
 10. Managed a Small Team of Technicians and Oversaw Daily Operations, Scheduling, and Project Delivery
- Arbitrage** 01-04-2024 - 30-08-2024
Telesales Representative

It was a Telesales jobs. Develop and execute comprehensive sales strategies and campaigns that align with the company's goals and objectives. Lead, mentor, and manage a high-performing sales team, fostering a collaborative and results-driven work environment.
- Equity Call Centre** 01-09-2024 - 25-02-2025
Team Leader

It was a Telesales jobs. Develop and execute comprehensive sales strategies and campaigns that align with the company's goals and objectives. Lead, mentor, and manage a high-performing sales team, fostering a collaborative and results-driven work environment.
- Labs** 2025 - 2025
Cybersecurity Home Security & Detection Lab — Self-Directed

Designed and operated a personal security lab to simulate threat activity and validate detection rules across SIEM and endpoint tools.
Created simulated alerts (malicious process execution, suspicious network connections, credential dumping attempts, phishing indicators) and built detection rules to flag them.
Implemented and tuned SIEM rules / correlation searches to reduce false positives and improve signal-to-noise

for simulated alerts.

Performed triage and incident response workflows: alert validation, host/network containment steps, root-cause analysis, and clean-up.

Automated routine detection tasks using scripts (PowerShell / Python) to gather logs and enrich alerts with contextual data.

Documented playbooks and runbooks for repeatable detection testing and red/blue team exercises.

- **Saad IT Solutions**

01-03-2025 - 10-10-2025

IT Support

1. Installed, configured, and maintained computer hardware, software, printers, and network systems.
2. Diagnosed and resolved technical issues related to desktops, laptops, and peripherals.
3. Provided on-site and remote technical support to end users ensuring minimal downtime.
4. Managed system updates, driver installations, and security patches for all company devices.
5. Set up and troubleshooted wired and wireless network connections.
6. Assisted in the configuration of routers, switches, and firewalls for small to medium networks.
7. Maintained inventory of IT equipment and ensured proper documentation of system assets.
8. Performed system backups and supported data recovery processes when required.
9. Implemented antivirus and endpoint protection measures to safeguard systems from threats.
10. Collaborated with IT administrators to support Active Directory, user accounts, and permissions.

Education

- **ISLAMIA HIGH SCHOOL**

MATRIC DEGREE

2018

- **SAHA GROUP OF COLLEGES**

INTERMEDIATE COMPUTER SCIENCE

2020

- **Institute of America- Udemy**

Comptia Security+
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2025

Skills

- EFFECTIVE COMMUNICATION
- CREATIVE APPROACH
- CRITICAL THINKING
- LEADERSHIP
- HANDLE MULTIPLE TASKS
- TEAM WORK
- COLLABORATIVE
- Strong problem-solving and analytical mindset
- Creative thinker who enjoys troubleshooting and finding innovative solutions

Interests

- TECHNOLOGY
- CYBERSECURITY
- TROUBLESHOOTING AND REPAIRING
- TRACKING
- BUILDING & CUSTOMIZING PC'S
- BADMINTON