

CURRICULUM VITAE

MUNEER K.V

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CAREER OBJECTIVE

Intend to build a career with leading corporate of hi-tech environment with committed & dedicated people, which will help me to explore myself fully and realize my potential, willing to work as a key player in challenging & creative environment.

SKILLS SUMMARY

Persnoal Skills

- Ability to carry out responsibilities of an Office Executive.
- Ability to carry out responsibilities of a Messenger cum Driver .
- Ability to carry out responsibilities of a Supervisor.

Hardware Skills

- Ability to carry out responsibilities of an Electronic & communication Engineer
- Assembling and Maintenance of PCs, CCTV, Door Lock etc
- Networking & Troubleshooting.
- Installation & Configuration of all major Software

Software Skills

- Operating Systems known: Windows XP, Win7, Win8, Win 10, Server2003, Server2008, Server2012, & Server 2016
- Packages: Ms-Office, c, C++, Photoshop, Illustrator, Linux.

EMPLOYMENT HISTORY: -

10 years of experience in IT & Telecom field.

Designation	: IT Manager
Period	: February 2021 up to January 2024
Name and Address	: Global Pack Group of Packaging
Type of Business	: Printing feild.

Designation	: IT Asst Manager
Period	: September 2017 up to December 2020
Name and Address	: Tulip Inn Downtown Muscat
Type of Business	: Hotel Industry.

Designation : **Assistant Lead Technician**
Period : January 2015 up to July 2017
Name and Address : Comtec Qatar
Type of Business : **Ooredoo Qatar.**

Designation : **IT Administrator cum Receptionist.**
Period : April 2014 to December 2014.
Name and Address : Era tower, **Al - Seef –Bahrain.**
Type of Business : Era Apartments & projects.

Designation : **IT Support Engineer**
Period : January 2013 to February 2014
Name and Address : Data voice Networks Private Ltd,, Ernakulam, Kerala
Type of Business : Distributers in Computer accessories and software

Academic Records

- **B-TEC - Electronics & Communication** Recognized Engineering Degree. **AMIE (Doing)**
 - **DIPLOMA- Electronics** Engineering under Kerala technical board in March 2013 with **67%**.
 - **S.S.L.C** - From Board of Public Examination Kerala, in March 2008 with **78%** Marks.
- MCITP** - Accel it academy, Edappal
CCNA - Accel it academy, Edappal

International Certifications

Microsoft Certified IT Professional (**MCITP**)- Server Administrator on Windows Server 2008.
Microsoft Certified Technology Specialist (**MCTS**).
Microsoft Certified Solution Associate (**MCSA**)

Strength

- Excellent Communication Skill (English, Arabic, Hindi, Tamil)
- Have QATAR, OMAN DRIVING LICENCE
- Self Confidence.
- Loyalty and Punctuality.
- Hardworking Nature.
- Creativity.

Personal Information

Age & Date of birth : 32 Yrs.28th AUGUST 1992
Gender& Marital status : Male & married
Religion & Caste : Muslim
Nationality : Indian
Languages known : English, Hindi

Self-Appraisal Profile

As an overview, I am a result-oriented self-starter, flexible and affective communicator, problem solver with ability to focus on solutions and remain calm in crisis situation. I am organized, proactive and aspiring towards improving current procedures.

Declaration

I hereby declare that the above written particulars are true and correct to the best of my knowledge and belief.

Place: Kerala

Sincerely,
MUNEER KV