



Muhammad Bilal

Area

- System Administration (MCSA-2012)
- Planning, Development & IT Infrastructure
- IT Strategy & IT Policies
- Budgeting & Expenses Planning
- Development and Management of Tunneling
- Virtualization (VCP6.0-DCV)
- websites domain registration & Hosting
- Storage & Backup Management on NAS
- Vendor & Contract Management
- RHCSA 8 (Red Hat Certified System Administration)
- Amazon Web Services

Skills

Redhat Enterprise Linux (RHEL-8)

- Managing Basic Storage and Implementing advance storage i.e Standard, LVM, Stratis and VDO
- Controlling Services and boot processes
- Managing Local Users, Groups and file permissions
- Tuning System performance
- Installing, updating software packages
- Managing Networking and working with logs
- Scheduling future jobs and accessing Network Attach Storage.
- Running Containers

Virtualization (VCP 6.0-DCV)

- Installation, configuration and accessing of ESXI 6.0 and vsphere client
- Working on NIC teaming, Failure, loadbalancing and Vmotion.
- Working on NFS and ISCSI data store.
- Installation of VM tools and working on snapshot
- Can work on clusters, high availability, Vcenters

Windows Server 2012 R2

- Installation, adding features and Configuration of various services
- Configuration of Domain Controller and ADC
- Implementing GPOs, Creating and Managing Users/Groups
- Creating and working with volumes
- Configuration of Filer server and Windows Server Update Service
- Implementing Hyper-V and Managing VMs

Configuration of Cloud core Mikrotik Router

Amazon Web Services

- AWS Cloud Practitioner
- AWS Solution Architect
- Ability to work on EC2, VPC, ELB, Autoscaling , DynamoDB, cloudwatch and S3's

Experience

Sindh Government Children Hospital Karachi

Assistant Manager IT

Dec, 2016 to till date

Role Purpose:

Responsible for installation, maintenance and troubleshooting IT infrastructure.

Provide reliable and secure computer services to all users.

Additionally, responsible for ensuring proper implementation of systems security and control in line with the procedures for best resources utilization.

Implement virtual environment through ESXI6.0 to enhance capacity of Physical Machines.

Successful implementation of Health Management Information System.

Develop and implement Domain Controller, Additional Domain controller, File Server, Network Attach Storage.

Define and implement group policies for various department and access granted to their relevant domain.

Provide continuous administration and support of IT infrastructure & operations, comprised of servers, storage, backups and, access and management etc.

Ensure system availability, integrity, reliability and optimum usability by minimizing risk factor and safeguard IT infrastructure.

Policies, System, Processes & Procedures:

- Develop and implement appropriate policies, procedures, standards and quality control for IT operation and performance.
- Develop procedures required to carry out the installation/upgrade and keep them up to date.
- Perform tasks/duties in compliance with organization policy, strategy and professional standards and in co-ordination with all concerned personnel.
- Follow all relevant operational procedure and instruction so that work is carried out in a controlled and consistent manner.

System Support:

- Provide technical support within the IT Department, during analyzing the impact of new recommended packages, applications, etc. regarding system and network design and performance.
- Monitor system performance to identify and rectify system bottleneck and malfunction.
- Monitor and troubleshoot system hardware and software problems and ensure their prompt and satisfactory solution.
- Provide work direction to consultant engaged in the installation and support of software/hardware.

Budget & Cost Control:

- Preparation of the department's budget and business Plan and ensures implementation. Include monitoring expenditures against budget through review of monthly expenditure reports to prepare appropriate justification for significant budget variances.

Vendor Management:

- Work with vendors and consultants to coordinate the systems requirements including the quality of deliverables, project timeline and cost to ensure that the systems are delivered and implemented in accordance with the contracts and users' specifications.
- Frequent contact with vendors, suppliers, software solutions other IT departments to resolve problems and exchange information.

Poverty Eradication Initiative (PEI), Peshawar Khyber Pakhtunkhwa

IT Officer

Feb, 2011 to Dec, 2016

- Development and maintenance of Website.
- Development and management of Domain Controller (windows 2008 server).
- Test, evaluate, installation, upgrade of operating systems and application packages for systems and ensure that the implementation is executed according to an agreed plan and time scale.
- Schedule daily backup checks and updates.
- Ensure website and database working properly.
- Domain Registration and Hosting.
- Work with vendors and coordinate the systems requirements including quality, project timelines, cost and ensure that the systems are delivered and implemented in accordance with the contracts and users' specifications.
- Organizing training workshops and seminars.
- Preparation of Monthly, Quarterly and annual for different donors agencies
- Preparing work plan of different activities of PEI.

Khyber Pakhtunkhwa IT Board, Peshawar

Web developer

1st July, 2010- to 3 1st Jan, 2011

- Develop different design template for website.

- Tools used for development of static and dynamic website using Php, Macromedia and Adobe Dreamweaver, Adobe photo shop and word press.
- Developed various modules of dynamic website.
- Domain registration and website hosting.
- Documentation of system and network infrastructure. Determine appropriate levels of security controls and system monitoring.

Directorate of Science & Technology and Information Technology Peshawar, Khyber Pakhtunkhwa

Computer Operator

November 2007 - December, 2010

- Plan, develop and implement network infrastructure and technical applications.
- Ensure system availability, integrity, reliability and optimum usability by minimizing risk factor and safeguard IT infrastructure investment.
- Develop, implement and maintain different servers i.e File, Print ISA etc
- Manage the system requirements, specifications, cost and timeline, information system personnel and contractor to design, develop, implement, operate and administer computer software, networks and information system.
- Domain registration and website hosting.
- Active directory administration and management with company policies (windows 2003 and 2008 server).

Scholars Degree College Nowshera.

Computer Lecturer / System/Network Administrator

Nov 2005 – Oct 2007

- Teaching at different level i.e F.Sc, BSc, Short courses, advance courses for project development.
- Teaching MCSA certificates i.e
 - Proxy Servers, Backup of systems, unattended installation.
 - Development and maintenance of college LAN.
 - Domain Controller administration and management (windows 2000-2003 server).
 - Schedule daily backup and check updates on servers
 - Monitoring and reviewing the LAN/WAN
 - Technical support on (windows 2000 pro and XP).

Education

- MPhil / MS Computer Networks From Qurtaba University Peshawar (Nov-2015-2018)
- MCS(Master in Computer Science) from Sarhad University Peshawar (2003-2005)
- BSc Computer Science from University of Peshawar (2001-2003)
- FSc Computer Science BISE Peshawar
- SSC BISE Peshawar

Certifications and Training:

- RHCSA (Red Hat Certified System Administration) In progress
- AWS (Solution Architect, Sysops admin and Cloud Practitioner) (Course Completed)
- Virtualization (VCP 6.0 – DCV) (Course Completed)
- MCSA - Microsoft Certified system Administrator (course completed)
- Diploma in Information Technology (Hardware & Networking)

Personal Details

Name: Muhammad Bilal
 Date of Birth: 10th August, 1983
 Family status: 1 spouse + 4 kids
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