Arfan

„Sadr"

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Personal information

Family name "Sadr"
Name Arfan
Father name Didar
Data of birth: 13/08/2000
Place of birth: Daykundi
ID number:1401-0700-56550
Passport number: P05607016
Current Address: Kabul Afghanistan
Permanent Address Afghanistan Daykundi
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Summary

BSc in Computer Science, Department of Networking (IT) and Advance in the English Language. Having more than three years of professional work experience as IT Manager with Isteqlal Institute of Higher education Furthermore, I worked as instructor at Isteqlal Institute of Higher education for one semester. In that case, I am totally vocational in all skills of computer. Experienced with all stages of the development cycle for dynamic web projects. Well-versed in Cabling, CCNA, CCNP,OOP, JavaScript, IP, DHCP, and IP v4. Strong background in project management and customer relations.

Experience:

IT Manager: Marj 21, 2020, && -December.3,2023

Isteqlal Institute of Higher education

Main Duties and Responsibilities:

1. Manage technology services that meet operational requirements in a designated area(s) of the Organization.
2. Serves as the lead IT liaison with senior administration, in a designated area(s) to understand and interpret client needs at a division level and to collaborate across lines in meeting those needs.
3. Directs and coordinates the local implementation of Organization IT operations, projects, and programs, ensuring alignment of IT services with the business needs of the area(s) and adherence to established project management principles and best management practices.
4. Provides technical leadership on a variety of highly specialized project-related activities requiring expertise in specific technical areas for core information technology systems and services.
5. Reviews vendor contracts and coordinates IT purchases (hardware, software, and services) to ensure effective deployment of solutions aligned with user needs.
6. Participates in the development, implementation, and maintenance of policies, objectives, and short- and long-range IT planning, with an emphasis on advocating for the needs of the area(s) supported; implements tracking and evaluation programs to assist in the accomplishment of established goals.
7. Participates as a member of the IT management team in planning, problem resolution, and reviewing department performance.
8. Performs miscellaneous job-related duties as assigned.

Hobbies

- Writing
- Football
- Photography
- Reading news
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Languages

Dari – C2
English – C2
Pashto – C2

Instructor: October/06/2023, &till now

Isteqlal Institute of Higher education

Main Duties and Responsibilities:

- ☐ Establishing key objectives for classes
- Creating curriculum that accomplishes the set objectives
- Developing a syllabus that outlines topics that will be explored and listing due dates for assignments and exams
- Making lesson plans that describe how information will be presented
- Giving lectures and organizing activities to present material and deepen understanding of coursework
- Writing, administering and grading examinations that test students' knowledge
- Answering students' questions and providing support to help them succeed
- Recording students' attendance and grades

Education:

- Bachelor of Computer Science - 2023
- Isteqlal Instatue of Higher education .

GRADE 12

- Zokur Takhawi High school-2018.

Technology:

- CCNP, CCNA, Network +)
  - Windows (server, XP, Professional, Widows7 Complete, Win8-8.1, win10)
  - ICT Hardware
- ICDL
- Quick Books, SPSS
- Eviews8 Internet
- Photoshop,

Certifications:

Internet Framework, Photoshop, and English (certificate): **Math Lap, CodeIgniter, Symfony**.
Programming Languages: **HTML5,** SPSS**, CSS, MySQL**.

Reference:

- Habibullah " Nazari" Head deportment of computer sceince

Phone: 0770812954

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- Edris Bayat HR manager at Isteqlal instatute of higher education
- **Phone: +93 78 563 7730**

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