

# Md. Musa Kalim

**Address :** K. J. Malibagh Tower

198 & 222/1, Malibagh Bazar Road, Dhaka-1217, Bangladesh

**Mobile :** +880 1757-107736, +880 1521-560186

**E-mail :** musa.shopnil27@gmail.com



Implementing academic knowledge, individual intellect, and interest to explore myself for that very institution or organization that takes a hearty part the society for a brighter tomorrow and build a professional career and be part of a team that is dynamic, diverse, and most of all creative and also ready to accept any kind of hurdle on the way to be an established business executive in this highly competitive market with a blend of hardworking spirit and creative zeal.



## Work History

2024-Mar - **Officer, DC DR Infrastructure Management**

Current Systems Support and Service Operations  
Technology Division  
BRAC BANK PLC

- DC-DR Passive Infrastructure & Operations.
- Technology Monitoring & Reporting.

2021-Mar – **Operation Assistant**

2024-Feb Information Technology Division  
DHAKA BANK PLC

- DC-DR-FDR, ATM, Head Office, Branch Passive Infrastructure & Hardware Operations.
- Server & Storage Support.
- Centralized CCTV, IP-PABX, Biometric Attendance Monitoring.
- DC-DR Inventory Management System Monitoring & Support.

2019-Jul - **Junior System Analyst**

2021-Feb IT & MIS

AMTRANET GROUP

- Performed system analysis, documentation, testing, implementation, and user support for platform transitions.
- Collaborated with IT department on operational support tasks to model the importance of group goals.
- Identified computer hardware and network system issues, performing troubleshooting techniques for remediation.
- Delivered in-depth training to users for ERP Software and Money Requisition Tracker, imparting knowledge of best practices for protecting data and minimizing errors.

2019-Jan - **Data Analyst**

2019-Jul TASKEATER

- Organized, sorted, and checked every type of input data against original documents.
- Corrected any data entry error to prevent later issues such as duplication or data degradation.



## Education

2022-Mar - **Master of Science (MSc): Information Technology (IT)**

2024-Nov Jahangirnagar University

- Graduated with 3.27 CGPA

2014-Aug - **Bachelor of Science (BSc): Computer Science & Engineering (CSE)**

2019-May American International University-Bangladesh (AIUB)

- Graduated with 3.11 CGPA

2012-Jul - **Higher Secondary Certificate (HSC): Science**

2014-Aug Govt. Science College

- Graduated with 4.30 GPA

2002-Jan - **Secondary School Certificate (SSC): Science**

2012-May Motijheel Govt. Boys' High School

- Graduated with 5.00 GPA



## Certifications

- ❖ Project Management Essentials Certified (PMEC)<sup>TM</sup> (Certification Number: 298957977)  
Management & Strategy Institute
- ❖ NSE 2 Network Security Associate (Certification Number: LPSvFx3tFV)  
FORTINET NSE Institute
- ❖ NSE 1 Network Security Associate (Certification Number: 8sTlfYLM0x)  
FORTINET NSE Institute
- ❖ IT Essentials: PC Hardware and Software  
Cisco Networking Academy



## Training Courses

- ❖ Project Management Updated: PMBOK7  
Charles Sturt University
- ❖ CCNA R&S: Introduction to Networks  
Cisco Networking Academy
- ❖ CCNA R&S: Routing and Switching Essentials  
Cisco Networking Academy
- ❖ CCNA R&S: Scaling Networks  
Cisco Networking Academy
- ❖ CCNA R&S: Connecting Networks  
Cisco Networking Academy



## Key Skills & Competencies

- OEM & Local Partner Management
- Experience in banking related software, hardware, and policy
- Able to assist and instruct
- Ability to maintain passive infrastructure security issue
- Positive attitude and focus
- Believe in "Change Management"



## Projects

- Centralized CCTV System Project of Dhaka Bank PLC
- IP Telephony Solution including Mobile Apps Project of Dhaka Bank PLC
- Central Attendance Solution of Dhaka Bank PLC



## Extracurricular Activities

- Member of Bankers' Welfare Association Bangladesh (BWAB)
- Member of The Institution of Engineers, Bangladesh (IEB)
- Member of Bangladesh Computer Society (BCS)
- Former Vice President of Shishu Protiva Bikash Kendro (SPBK)
- Former Finance Secretary of Govt. Science College Cultural Club (GSCCC)
- Worked as a volunteer at Bangladesh Red Crescent Society Youth-MGBHS Unit



## References

### **Zakaria Rabbi Toha**

Senior Principal Officer

Palli Sanchay Bank

Mobile: +880 1911-935947

Email: zakaria.toha@yahoo.com

### **Mohammed Nazim Uddin**

Managing Director and CEO

Leading Edge Technology

Mobile: +880 1819-379105

Email: nazim@leadingedge.net.bd