Md Saedur Rahman

Mail: mdsaedurrahman@gmail.com

Mobile: +8801775549091

Address: Flat-4B, House-14, Road-05,

Block-C, Mirpur-2, Dhaka-1216



Professional Objective:

I have over 12 years of experience in database management, network administration, and IT support (both hardware and software). Proven track record of delivering innovative solutions and optimizing systems to drive efficiency. Seeking a challenging consultant role where I can leverage my expertise to enhance system performance and contribute to organizational success. Experienced in managing donor-funded and loan projects with the United Nations, USAID, and World Bank. Dedicated to exploring new ideas and contributing to cutting-edge solutions, I aim to collaborate with IT specialists and drive continuous success. Eager to make a meaningful impact through my dedication and creativity.

Education Details:

Sl	Name of Degree	Year of passing	School/College/University	CGPA
1	B.Sc in Electronics and Telecommunication Engineering	2011	The People's University of Bangladesh	3.66 out of 4.00
2	Higher Secondary Certificate	2007	Saroj International College	3.80 out of 5.00
3	Secondary School Certificate	2005	National Bangla High School	4.56 out of 5.00

Employment Record (Present and past):

Sl	Employer Details					
1.	Duration: 1st September 2020 to 30 June 2025					
	Project Name: Sustainable Forests and Livelihoods Project					
	Organization Name: Bangladesh Forest Department					
	Designation: Consultant-Database Expert					
	Responsibility:					
	 Prepare an inception report and work plan based on the review of all existing database systems, information management systems, and computer facilities within FD. 					
	 Review existing data-sharing standards and technologies. 					
	• Undertake user requirements specification for the GIS/data management system,					
	including an emphasis on integration or migration of the BFIS database modules;					
	 Map out the conceptual design for the project. 					
	• Implement the database, including development, installation, testing, and training.					
	Support training on open-source Software for field data collection and					

SI **Employer Details** calculation etc. Support the installation of the RDBMS in field offices using a database replication approach. Define data and metadata standards for the project. Refine the logical design and document it using the entity-relationship approach. Devise and document (using Standard Operating Procedures) suitable performance monitoring, backup, disaster recovery, archiving, change management, testing, storage, database tuning, and security protocols. Maintain data standards, including adherence to the Data Protection Act. Control access permission and privileges. Archive and Organize relevant RIMS data for BFD. • Revise the existing BFIS modules and suggest the necessary updates to accommodate the latest inventory information. Support the procurement of appropriate systems and equipment for the BFD, including field computing technologies. Support maintenance engineer, forest inventory specialist, RIMS unit, and other members of the team with data collection and database management. Assist in any other tasks under the project as advised by the PD/PM SUFAL and the head of the NFI/RIMS Unit. **Duration:** 23th January 2018 to 31st August 2020 Organization Name: Food and Agriculture Organization of United Nations **Designation:** National Consultant- Data Management System Responsibility: Prepare the inception report for database development and maintenance. • Provide technical assistance and support to FD in areas of capacity building, multiuser database development, data sharing, and data processing. Support the collection harmonization, archiving, and management of all existing forest monitoring and assessment data. Support the development and maintenance of the website and web portal. Support the maintenance of the Server and Network of the Forest Department. • Provide training to the national team in the development and maintenance of the database and formulating SQL quires. • Prepare a database maintenance manual to ensure the sustainability of the forest data information and archiving systems.

- Report any technical problems related to the data, database, and web portal to the CTA and the NPC.
- Describe all work performed in the form of a terminal report at the end of the recruitment period to be submitted to the CTA for technical clearance.
- Support to procurement of appropriate systems and equipment for the forest monitoring information system.
- Support training to national personnel, planning, and implementing the activities in connection with the creation of the Forest Information System (FIS).
- Support the development of a data management system that allows the accessibility of the necessary data to the different stakeholders.

SI **Employer Details** Collect and review comprehensively all existing forms of record keeping systems and relevant documents. Archive and organize all available field inventory data for Bangladesh. In close collaboration with the national counterpart personnel, design a preliminary database structure and present it for reviews and comments by concerned parties. Support the installation of a database management system in government officers. Ensure adequate training is provided for the maintenance of the database system. Configure the informatics system to adequately perform. Fine tuning of the informatics system taking into consideration the national context and capacities. Support training on open software for field data collection and calculation. Review existing data-sharing standards. Prepare and submit end of consultancy report. Perform any other tasks required, under the direction of the National Project Coordinator. **Duration:** 22th October 2014 to 20th January 2018 **Organization Name: PRAN-RFL Group Designation:** Assistance Manager **Department:** Support Engineer, CS-MIS-HW **Responsibility:** Installing and configuring computer hardware operating systems and applications. Monitoring and maintaining computer system, AD, DHCP, Exchange server, Proxy Server, File Server, Edge Server, Call Center server, and IPPBX system; • Talking staff or clients through a series of actions, either face to face or over the telephone to help set up systems or resolve issues; Troubleshooting system and network problems and diagnosing and solving hardware or software faults; • Providing support, including procedural documentation and relevant reports; Setting up new users' accounts and profiles and dealing with password issues Testing and evaluating new technology; Complete additional project like as software or system. Developing HTML 5, CSS, and responsive web portals would be an added advantage and creating MySQL queries Perform unit testing on source code wherever required. Maintain source code, and analyze and fix bugs wherever necessary

Duration: 15th December 2013 to 30th June 2014

Organization Name: Banglalion Communication Ltd.

Designation: Jr. Engineer, Customer Support

Responsibility:

- Communicate with clients, create schedules, and Visit clients' ends.
- CPE configuration and installation, configure the wireless router and establish the new connection at the client's end with proper responsibility and care.
- Provide Initial support to nurse a new client and troubleshoot any reported problem

SI	Employer Details				
	Provide daily reports to the supervisor timely over the phone and email.				
	 Must understand operating system architecture, troubleshooting tools, internet connectivity challenges, and application internet service problem-solving skills Solve tickets and queries according to the SLA. Firm grasp of how the web works, networking and software products Test the Modem for Buy Back. 				
5.	Duration: 01st May 2012 to 31th December 2012				
	Organization Name: Micro Institute of Technology				
	Designation: Lecturer (Part-Time)				
	Department: Electronics				

Training Summary:

Sl.	Training Details					
1.	Training Title: Make an Impact with Modern Geo Apps					
	Institute: ESRI					
	Duration: Online (4 Weeks)					
	Topics:					
	• Section-01:					
	 Course Overview 					
	 Web mapping apps for different purposes 					
	 Selecting an app for focused web experience 					
	 Selecting an ArcGIS Instant Apps template 					
	• Section-02:					
	 Selecting an app for a content-rich narrative 					
	 ArcGIS Story Maps features 					
	• Section-03:					
	 Selecting an app for interactive visualization 					
	 Desktop and mobile dashboard views 					
	 Configure an advanced dashboard 					
	• Section-04:					
	 Selecting a tailored web app 					
	 ArcGIS Experience Builder templates 					
	 ArcGIS Experience Builder widgets 					
	 Closing thoughts 					
	Course conclusion					
2.	Training Title: Big Data Analyst					
	Institute: AKAADEMY					
	Duration: Online (2 Months)					
	Topics:					
	Step-01: Math & Statistics					
	Step-02: Advanced Excel					
	• Step-03: SQL					
	Step-04: Data Visualization					
	• Step-05: Python					
	Step-06: Project Portfolio					

Sl.	Training Details				
3.	Training Title: Advanced web design and development				
	Institute: BASIS Institute of Technology & Management (BITM)				
	Duration: 6 Month (2018-2019)				
	Topics:				
	Introduction of web development				
	Use of wireframing tools				
	HTML5 syntax				
	• Flex box				
	CSS and Sass				
	Bootstrap Framework				
	Responsive web design				
	Basic concept about photoshop				
	PSD to HTML converting				
	JavaScript Syntax				
	Function, Array, conditions, and loops in JavaScript				
	JQery introduction, selectors, DOM, Event				
	JQery Effects, animation, and plugins using				
	• Introduction of PHP WordPress installation, creating database, core settings, and				
	installing theme and plugins				
4.	Training Title: Windows Server 2012 and Exchange Server 2016				
	Institute: Corporate Projucti Limited				
	Duration: 6 Days (2016)				
	Topics:				
	Administer a Windows Server 2012 Infrastructure in an enterprise environment.				
	Implement and configure Windows Server 2012 core services, such as Active				
	Directory and networking services.				
	Administration tasks necessary to maintain a Windows Server 2012				
	infrastructure, including user and group management, network access, and data				
	security.				
	Server installation methods, server virtualization, managing storage, and application remote access.				
	configuring remote access.				
	 key topics and concepts addressed on the MSCA: Windows Server 2012. Install and deploy Exchange Server 2016. 				
	 Configure message transport in Exchange server 2016. Implement a High Availability solution for Mailbox, server roles in the 				
	Exchange server.				
	 Configure Exchange Server permission and configure Exchange Server access 				
	security.				
	Transition an Exchange server 2013 to an Exchange server 2016.				
	Configure the Unified Messaging Server role and Unified Messaging				
	components.				

Technical Skills:

Computer Skills: Hardware, Software, Troubleshooting, Networking, Database,

Microsoft Exchange Server.

Languages : C++, HTML, CSS, MySQL, PHP, JavaScript, Bootstrap, jQuery

CMS : WordPress

Operating Systems : WINDOWS 98/XP/7/8, Vista, Windows server 2003/2008/2012,

Linux, CentOS

Software : Matlab, PSpice, Microwind, Turbo C, Visual Studio, SPSS

Microsoft Office : Office 2003/2007/2010/2013/2016

Survey Design : ODK platform, Kobo toolbox, OpenForis

Thesis/Project/Task Accomplished:

Sl	Details	Year
1	Study on GSM Operation & Maintenance (Final Thesis in BSc.)	2011
2	Design and prepare the budget for the office network system.	2015
3	Developed Online shopping Cart for DITF and CITF (Project for PRAN-RFL GROUP)	2015
4	Developed Helpdesk [Support Ticketing System] (Project for PRAN-RFL GROUP)	2016
5	Developed an Online Examination System (Project for PRAN-RFL GROUP)	2016
6	Setup IPPBX system by open-source software (Project for PRAN-RFL Group)	2017
7	Setup call Center system (Project for PRAN-RFL Group)	2017
8	Bangladesh Forest Information System: The Bangladesh Forest Information System (BFIS) is the national information system of the Bangladesh Forest Department, under the Ministry of Environment, Forest and Climate Change, for planning, implementing, and monitoring forest management and conservation. This platform is developed by WordPress with Ocean wp theme and elementor plugin. Web link: http://bfis.bforest.gov.bd	2018
9	BFIS e-Library: The BFIS e-Library is the virtual library of the Bangladesh Forest Department where electronic documents have been archived and referenced to facilitate their access to national and international stakeholders interested in forestry in Bangladesh. This platform is developed by WordPress with Ocean WP theme and Elementor plugin. Web link: http://bfis.bforest.gov.bd/library	2018
10	BFIS e-Multimedia: BFIS e-Multimedia is the module under the Bangladesh Forest Information System to Provide access to photos and videos of forest-related activities in Bangladesh. This platform is developed by WordPress with Ocean wp theme and Elementor plugin. Web link: http://bfis.bforest.gov.bd/multimedia	2019
11	Tree Species Identification Module: This is the first national digital tool that can be used to identify tree species instantly in the field and describe tree species in Bangladesh. This platform is developed by the Laravel framework. Web link:	2019
12	http://bfis.bforest.gov.bd/TreeInfo/public Forest Emission Factor Database: This module provides the database for	2019
12	allometric equations, wood density, raw data, and tree species list. I have	2019

Sl	Details	Year				
	designed this module database with MySQL. Web link:					
	http://bfis.bforest.gov.bd/nef					
13	Bangladesh Forest Inventory: The BFI data portal contains the biophysical	2020				
	inventory and socioeconomic survey data of the Bangladesh Forest inventory					
	(BFI), downloads in the report or raw Data formats. This platform is designed					
	by PHP, MySQL, HTML, CSS, JavaScript, and Bootstrap. Web link:					
	http://bfis.bforest.gov.bd/bfi	2021				
14	BFD Cloud: Prepared a Cloud storage system for Bangladesh Forest	2021				
	Department for storing important data or information for use anywhere. This					
	system is prepared by using the Owncloud system. Web link:					
15	http://bfis.bforest.gov.bd/bfdcloud/	2022				
15	Site-Specific Planning: Design and developed survey from of site-specific planning by ODK platform. Site-specific planning is a plan before plantation,	2022				
	plantation site preparation, area selection, etc. Based on this survey prepared					
	database of web applications of SSP. Web link: http://ssp.bforest.gov.bd/					
16	Baseline Survey: Designed and prepared a baseline survey form for beneficiary	2022				
	selection in the SUFAL project within forest areas, utilizing KoboToolbox for					
	form creation.					
17	Community Forest Management Database: Collected data on community	2023				
	forest management from 13 Excel sheets, coordinating with 7 NGOs across 16					
	Forest Divisions. Organized and restructured the data according to the database					
	system, migrated it into the CFM database, and performed data analysis to					
	prepare reports as required by the Project Director. Web link:					
	http://sufal.bforest.gov.bd:8090/Account/Login					
18	SUFAL Project Website: Designed and developed the SUFAL project website	2024				
	using WordPress, with a MySQL database for backend support. Web link:					
	http://sufal.bforest.gov.bd/					

Communication Skills:

Language	<u>Speaking</u>	Reading	Writing
English	Excellent	Excellent	Excellent
Bangla	Fluent	Excellent	Excellent

Personal Ability:

- Strong Communication Skills
- Hard working

- Leadership Capability
- Ability to work under pressure
- Flexible mentality to own the organization's norms.
- Keen interest in group base work

Personal Profile:

1. Father's Name : Bazlur Rahman

2. Mother's Name : Late Joshnna Rahman

3. Permanent Address : Village-Shanaiya, P/O- Shome Natun Bazar, P/S- Kaligonj,

District- Gazipur, Bangladesh

4. Present Address : Flat-4B, House-14, Road-05, Block-C, Mirpur-2, Dhaka-1216

5. Personal Particulars

• Date of Birth : 12 November 1990

Sex : Male
Marital Status : Married
Nationality : Bangladeshi

• Religion : Islam

• Height : 5 feet 9 inch

• Blood Group : A+

Reference:

1. Md Arafat Hossain khan

Assistant Professor (on leave)
Department of Computer Science and Engineering
Jagannath University

Contact: +17753389105 Email: arafat@utdallas.edu

2. Md Zaheer Iqbal

Deputy Conservator of Forests, RIMS Unit

Bangladesh Forest Department Phone (office): 55007146 Mobile: 01711443750

Email: z.iqbal60@gmail.com

3. Md Abdullah Abraham Hossain

Deputy Project Director, SUFAL Project

Bangladesh Forest Department Phone (office): 0255006787 Mobile: 01716109454

Email: nobu fd@yahoo.com

Declaration:

I hereby declare that above furnished details are true to the best of my knowledge.

Md. Saedur Rahman

Date:

THE PEOPLE'S UNIVERSITY OF BANGLADESH DHAKA



Serial No. 003390

Provisional Certificate

Bachelor of Science

in

Electronics and Telecommunication Engineering

This is to certify that Md. Saedur Rahman bearing Roll No. 276 and ID No. 08105203276 fulfilled all the requirements for the degree of Bachelor of Science in Electronics and Telecommunication Engineering and the degree was awarded in 2011. He/She obtained CGPA of 3.66 on a 4-point scale.

The University Building 3/2, Asad Avenue, Mohammadpur, Dhaka. Date: *27. 11. 2012*

Entered by Andre



Controller of Examinations

Compared by 27.11.2012

BOARD OF INTERMEDIATE AND SECONDARY EDUCATION, DHAKA BANGLADESH

Serial No. H 7004061

DBCHC: 07004592



Registration No. 685934/2005

HIGHER SECONDARY CERTIFICATE EXAMINATION, 2007

This is to Certi	fy that Md. Saedur Ra	hman	E	¥
Son / Daughter of	Bazlur Rahman		ec.	
and Joshnna Ra	hman			
of Sharoj Interna	tional College			;
bearing Roll	Dhaka	No.	10 50 21	duly passed the
Higher Secondary	Certificate (HSC) Exam	ination in	Science	group and secured
G.P.A <u>3.80</u> on a	a scale of 5.00.			
				1
Dhaka Date of Publication of F	Results : 26 August, 2007.			am
				Controller of Examinations

ROSINTERMEDIATEANDSECONDARVEDUCATION, DHAKA BOARDOFINTERMEDIATEANDSECONDARVEDUCATION, DHAKA BOARDOFINTERMEDIATEANDSECONDARVEDU

BOARD OF INTERMEDIATE AND SECONDARY EDUCATION, DHAKA BANGLADESH

Serial No. S 5045927

THERE IS NOT COLOR TO THE STATE OF THE STATE

Registration No. 415121 /2003

DBCSC: 05025905

SECONDARY SCHOOL CERTIFICATE EXAMINATION, 2005

This is to Certify that Md Saedur Rahm	an		
Son / Daughter of Bazlur Rahman			
and Joshnna Rahman			100 March 100 Ma
of National Bangla High School			
bearing Roll Dhaka	No	11 24 50	duly passed the
Secondary School Certificate (SSC) Examina	tion in	Science	group and secured
G.P.A <u>4.56</u> on a scale of 5.00.			
His/Her date of birth as recorded in his	/ her regis	stration card is	Twelfth November
Nineteen Hundred And Ninety.			
Dhaka Date of Publication of Results: July 09, 2005.	YEDUGATION, DHAKA BOARDOFINT	FRNEDJATEANDSECONDARYEDUCATION, DHAKA BO	Controller of Examinations ARDOFINTERNEDIATEANDSECONDARYEDUCATION. DNAKA BOAM

Government of the People's Republic of Bangladesh
Bangladesh Forest Department
Office of the Project Director
Sustainable Forests & Livelihoods (SUFAL) Project
Ban Bhaban, Agargaon, Dhaka-1207.
www.bforest.gov.bd

Memo no.Ban/SUFAL/Procurement/SD-19/196/2019/855

Date: 17.08.2020

To

Mr. Md. Saedur Rahman House no:1, Road no-07, Block-H Mirpur-2, Dhaka-1216.

Subject: Offer Letter for Signing Contract for the Database Expert (Procurement Package no.SD-19) under the Sustainable Forests & Livelihoods (SUFAL) Project.

Dear Mr. Md. Saedur Rahman

Congratulations from the Sustainable Forests and Livelihoods (SUFAL) Project. We refer your selection for the subject mentioned project and subsequent successful negotiation held on July 22, 2020. Hence you have been offered a contract for the period September 1, 2020 up to February 28, 2023 and Accordingly requested to proceed with necessary agreement to contract with us before August 20, 2020. Your early joining will be appreciated.

With best regards,

(Md. Rakibul Hasan Mukul)

Project Director

Sustainable Forests & Livelihoods (SUFAL) Project

Ban Bhaban, Agargaon, Dhaka.

Telephone no: +8802-55006786

منظمة الأغذية والزراعة للأم المتحدة 联合国粮食及农业组织

Food and Agriculture Organization of the United Nations



Organisation des Nations Unies pour l'alimentation et l'agriculture Продовольственная и сельскохозяйственная организация
Объединенных Наций

Organización de las Naciones Unidas para la Agricultura y la Alimentación

Ref: GCP/BGD/627/CBT

03rd January 2021

To Whom It May Concern

This is to certify that Md. Saedur Rahman, Index # 3070504 worked as a National Consultant- Data Management System, Integration and Documentation with the project (UNJP/BGD/057/UNJ)/ (GCP/BGD058/USA)/ (GCP/GLO/337/GFF)/ (TCP/BGD/3701/C5)/ (GCP/BGD/070/LDF)/ (GCP/BGD/627/CBT) was being implemented by FAO Representation in Bangladesh, from 21 January 2018 to 31 August 2020.

I wish him every success in his future endeavours.

Robert D. Simpson FAO Representative in Bangladesh



Date

: 20 January 2018

Name

: Md. Saedur Rahman

Designation

: Assistant Manager - Support

Staff No

: 108148

Dept/Branch : MIS

RELEASE & EXPERIENCE CERTIFICATE

Dear Sir,

We refer to your resignation letter dated 20 December, 2017 and write to inform you that you are hereby released from the Company service with effect from 20 January 2018. As per our record following are your employment details with the Company:

1. Date of Joining

: 22/10/2014

2. Designation at Joining

: Support Engineer

3. Date of resignation

: 20/12/2017

4. Resignation effective from

: 20/01/2018

5. Last Designation

: Assistant Manager - Support

We thank you for your services for the Company and wish you success in your future venture.

Thanking you.

Head of HRM

PRAN Group.

Copies to: Concerned department, Accounts, Personal File



Date: 22-Jul-14

BCL/HR/REL/14-118

Release & Experience Letter

This is to certify that **Mr. Md. Saedur Rahman**, S/O Bazlur Rahman, served Banglalion Communications Ltd. from *15-Dec-13 to 30-Jun-14* under Customer Care Division. He joined as Jr. Executive, Customer Support Engineering and his last designation was **Jr. Engineer, Customer Support** (Contractual). During his tenure he served with highest level of sincerity, honesty and efficiency.

He does not have any liabilities with this company.

I wish every success in her future career.

Md. Shafiqul Islam

Head of Human Resources (Acting)







hereby recognizes that

Md. Saedur Rahman

has attended the MOOC

Make an Impact with Modern Geo Apps

4 weeks Completed on October 28, 2024

Jack Dangermond, President









CERTIFICATE





OF COMPLETION



This is to certify that

MD SAEDUR RAHMAN

has demonstrated outstanding achievement by completing the Big Data Analyst Bootcamp Job Ready program (Batch 2405). Your dedication and hard work have truly paid off. Your commitment to continuous learning is evident, and this achievement will open new doors of opportunity for you.

2/18/10

Nazmus Sakib Co-Founder, Akaademy



M Falsal Riyad Founder, Akaademy



Certificate Of Participation

Presented To

Md. Saedur Rahman

Pran Group

For The Completion Of

Microsoft IT Professional Training on Windows Server 2012 and Exchange Server 2016

At Corporate Projukti Limited 57/12 Panthapath, 2nd Floor, Dhaka-1215.

Pariver Islam

Md. Parvez Islam
Training Coordinator

Partition of the control of the cont

Md. Ashifuzzaman Trainer MCP ID: 3654002



Course Completion Certificate

This certificate is awarded to

MD. SAEDUR RAHMAN

for completion of the training titled

Advance Web design and Development

Batch: 03. Training Duration: 100 hours. Start Date: 20/09/2018 & End Date: 15/02/2019. Place: UY Lab (Training wing of UY System Ltd).

This training program has been jointly organized by BASIS Institute of Technology & Management (BITM) and

UY LAB.







This is to certify that

MD. SAEDUR RAHMAN

has completed

Basic Security In the Field II

on 20 December 2017



This is to certify that

MD. SAEDUR RAHMAN

has completed

Advanced Security in the Field

on 21 December 2017



This is to certify that

MD. SAEDUR RAHMAN

has completed

BSAFE

on 07 May 2019



This is to certify that

MD. SAEDUR RAHMAN

has completed

Ethics and Integrity at the United Nations

on 08 March 2020



This is to certify that

MD. SAEDUR RAHMAN

has completed

Achieving Gender Equality in FAO's Work

on 10 March 2020



This is to certify that

MD. SAEDUR RAHMAN

has completed

Prevention of Fraud and other Corrupt Practices

on 03 September 2019



This is to certify that

MD. SAEDUR RAHMAN

has completed

Prevention of Harassment, Sexual Harassment and Abuse of Authority

on 30 September 2018



This is to certify that

MD. SAEDUR RAHMAN

has completed

Protection from Sexual Exploitation and Abuse (PSEA)

on 28 January 2020



This is to certify that

MD. SAEDUR RAHMAN

has completed

United Nations Course on Working Together Harmoniously

on 08 March 2020

