MD.Taki Yasir Faraji Sadik

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A young professional with administrative skills looking for opportunities with growth. Possess necessary skills and experience in customer service industry to provide excellent service. My career goal is to create something meaningful for the people around me which involves my passion and love.

Certifications

1. **Security Licence**
2. **Smart Serve Certification ONTARIO**
3. **Emergency First AID with CPRC & AED**
4. **Python Language Course**
5. **Food Handler Certification**

Work Experience

JUNE 2024 – PRESENT

Assistant Server Administrator/ Fiera Food Company

- Managed user accounts and permissions
- Monitored server performance and logs
- Assisted in troubleshooting server issues
- Helped manage virtual machines (VMware/Hyper-V)

OCTOBER 2024 – JANUARY 2025

Assistant Technician/ TD

- Maintained tools, equipment, and work area
- Performed basic network or cable checks
- Ensured safety and compliance during work

APRIL 2024 – JULY 2023

Commissary Updator / St. James's Gate Irish Alehouse & Restaurant

- Updated and maintained commissary inventory records
- Assisted in receiving, labeling, and shelving items
- Ensured data accuracy in inventory systems
- Entered new product data into the system
- Followed security and documentation procedures

Education

2024 - PRESENT

Bachelor Of Engineering/ Cybersecurity UofT, Canada

Learning about new generation security
Actively participated in all the coursework

2022

Higher Secondary Certificate (Science)/ Dhaka College

Graduated with 5.00/5.00 GPA
Graduated in Top 1% of Class
Elected as a Prefect for College in 2023

Skills

MS Word
1VALET software
Condo Control
MS Outlook
MS excel
PowerPoint Presentation
Event Planning
Social media marketing
Photography
Linux and technical security
Virtual Mechine
Clouding

Language Skill

English
Bangla
Hindi
Urdhu

Availability

- Monday: 3:00 PM – 11:00 PM
- Tuesday: Available
- Wednesday: Available
- Thursday: Anytime
- Friday: Anytime
- Saturday: Anytime
- Sunday: Anytime

Achievements

2023

Award from Allied Universal/ Phenomenal Performance Award for outstanding customer service

- Provided exceptional customer service to clients
- Created better work environment by maintaining relationship with the tenants and management

2021

Mathematics and Computer for Creative Build/ Bangladesh Academy Of Science for High School Science Fair 2021

- Creating the penetration tools which look like a game
- Aware the people the digital security and footprint and give suggestion via 2D video.