



# MUHAMMAD RUBAYAT MOSTAFA

## Contact

+88 01717264626

rubayat.mostafa@gmail.com

Golden Street, Ring Road,

Shyamoli, Dhaka-1207

## Personal

Name	Muhammad Rubayat Mostafa
Date of Birth	5 December 1988
Status	Married
Nationality	Bangladeshi
Languages	Bangla English

## Key Skills

- Project Engineering
- Team Management
- Quality control
- Technical Support
- Technical Solution Consultation

## Academic Qualification

<b>B.Sc in EEE</b>	2010	2.92/4.00
American International University- Bangladesh(AIUB)		
<b>HSC</b>	2005	4.00/5.00
St. Joseph Higher Secondary School		
<b>SSC</b>	2003	4.38/5.00
Dhanmondi Govt. Boys High School		

## Training

PLC	2010	Bangladesh
HCSA	2018	Bangladesh

## Professional Membership

**The institution of Engineers Bangladesh (IEB)**  
Member – M-35582

## Timeline

### Global Brand Private Limited

(October 2017 -Continuing)  
Senior Executive  
(Technical Support)  
Dhaka, Bangladesh

### Walton Group

(July 2013-July 2016)  
Principal Officer-I  
Dhaka, Bangladesh

### Development Design Consultants Limited (DDCL)

(January 2011-June 2013)  
Assistant Engineer  
Dhaka, Bangladesh

## About Me

People find me a dedicated, organized and methodical individual upbeat, self-motivated team player with excellent leadership and communication skills. In my six **(6) years of career**, I have worked in **Project Engineering, Technical Solution Consultant and Technical Support Engineer** roles. My experience includes successful completion and handover of several big projects. Currently I am seeking for an opportunity to join a dynamic team to face challenges where I may use my technical and interpersonal skills founded by my creativity to develop my career as well as assist in the organizational growth and development.

## References

Md. Ashraf Hossain, PEng (BCS Telecom)  
Executive Director  
Power Grid Company of Bangladesh (PGCB)  
E-mail: mashraf@gmail.com  
Cell: +88-01550151281

Abu Saleh Muhammad Jubair  
Senior Manager  
Product Management  
Security & Surveillance  
Global Brand Private Limited  
E-mail:  
saleh\_jubair@globalbrand.com.bd  
Cell: +88 01973438904



[www.linkedin.com/in/muhammad-rubayat-mostafa-3a3895120](http://www.linkedin.com/in/muhammad-rubayat-mostafa-3a3895120)

## **Job Experience**

- **Company: Global Brand Private Limited**  
**Designation – Senior Executive (Technical Support)**  
**Department: Security & Surveillance**  
**Duration – October 2017-Continuing**

### **Job Responsibilities**

- Responsible for client support of Security camera (HIKVISION) and Time attendance management system and Access control device (HIKVISION & SUPREMA).
- Characterize technical specifications and conduct feasibility test during new products introduction.
- Troubleshooting device issues through phone call, remote session and physical support.
- Prepare user-friendly technical documents for clients. Also provide installation guidelines to the customers.

- **Company: WALTON Group**  
**Designation: Principal Officer-I**  
**Department: Cellular Phone Service Development**  
**Duration: July 2013-July 2016**

### **Job Responsibilities:**

- In-charge for 'Stock faulty spare parts management' section and assistant in charge for central cellular phone service section
- Reconciliation of Faulty Touch-Panel and Lighting Connectivity Module (LCM) from Customer damaged spares and make resalable spares
- Check and Clear Wastage spares to ensure proper wastage declaration by Service Points.
- Assure proper information of received handset of different sub-service points by operating through CRM software
- Spearheaded Service Engineering team to boost up the service chain performance. Also supervised internal ISO audit in WALTON Service Management System
- Conducted training for QC officers in different sub-service points across Bangladesh
- Prepare weekly, monthly reports & feedback root cause findings, suggestions & development scopes into the management team.
- Ability to deliver results with stringent deadlines and committed to provide excellence service to the customers

- **Company: Development Design Consultants Limited (DDCL)**  
**Designation: Assistant Engineer**  
**Department: Energy & Power**  
**Duration: January 2011-June 2013**

### **Job Responsibilities:**

- Led a group of four people as a junior consultant to collect switch room information from several BTCL exchanges across Bangladesh and coordinated with senior consultants and divisional engineer team to propose suitable OFC route for new switch room installation.
- Conducted survey on several BREB substations, collected and analyzed data of several parameters e.g. Block Load study, Power Factor Increase study, Voltage drop and loss study, hence to ensure consistent operation.
- Planned, designed and supervised the installation of distribution system of BREB. Also updated Single Line Diagram and verified detail maps of different PBS by using AutoCAD.
- Investigated and evaluated existing assets of PGCB grid stations and prepared report to update the management. Coordinated with PGCB to provide any additional supports.