



SAJEEB PUNATHI

Sr. IT ENGINEER



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PROFILE

Highly accomplished IT Professional, expert in managing complex projects and exceeding business objectives. Skilled in gap analysis, process improvement, and cost reduction. Strong in interpersonal communication and negotiation. Recognized for exceptional project management, delivering large-scale projects on time and within budget, combining technical expertise with leadership excellence.

KEY MANAGEMENT EXPERTISE

- System Solution Architectures
- Client Management
- Cost and resource Estimates
- Disaster recovery
- Budget and planning
- Data Management

TECHNICAL EXPERTISE

- Cisco Network design
- Exchange & Network Systems Administrations
- Structured Methodologies
- Backup and Restore Method
- OS Administration
- MS Lync

With over **24 years** of IT networking experience, I have successfully implemented communications and data management solutions across various sectors including Gas, Oil, Civil, Banking, and Mechanical industries.

EXPERIENCE AT A GLANCE

03/2020 - Present Oman Arab Bank

Data Center Administrator

11/2008-03/2020 Consolidated Contractors Comp. LLC Oman HQ

Deputy IT Manager

11/2004 - 09/2008 Consolidated Contractors Comp. LLC
Sohar Refinery - Oman

IT Team Leader

11/2002 - 09/2004 Consolidated Contractors Comp. LLC - KSA

IT Support Specialist

11/2002 - 09/2004 Various Educational Institutions - India

System Administrator

EDUCATION

Bachelor of Computer Application (BCA) - Bangalore University

TRAINING ATTENDED

- Microsoft Lync Installation and implementation - Greece
- Microsoft Exchange Admin - Oman
- Storage Design and implementation - Vendor free - Oman
- SonicWALL Security - Dubai
- Team leadership - Abu Dhabi
- CISCO Security - India

Bank Data center administration and windows patch management. Monitoring DC and ATM branch networks.

Responsible for the design, implementation, and setup of IT solutions in accordance with company procedures at the head office and various major projects, including the Sohar Refinery project, Muscat Airport development, and VINCI Construction JV. Developed functional network designs based on an analysis of business needs, objectives, and existing system infrastructure.

PERSONAL INFO

DOB	:	31-05-1977
Nationality	:	Indian
Marital Status	:	Married
License	:	GCC Valid.

Date : 26-01-2024

Muscat – Sultanate of Oman

PROFESSIONAL EXPERIENCE

Data Center Administrator - OMAN ARAB BANK - HQ - 4 Years

- Windows patch management using Ivanti system
- Monitoring and managing EOD task using AS 400.
- Supporting all kind of user level and branch network.
- Expert in network monitoring tools like SolarWinds / smart vista / AKC pro / Cisco Prime / PAM etc
- Recommend and implemented new technologies, IT Policies, Procedures, and best practices.

Deputy IT Manager - CCC LLC - Oman HQ - 12 Years

- Network design and implementation using CISCO ASA Firewalls, Routers, Load balancer, Barracuda Mail filter, Edge switches, VLAN creation, Guest Wifi & Aps and Administrating MS Exchange
- Voice, Internet leased Line communication establishment with ISP support. Creating VPN's, P2P, PRI Line, EPBX installation and trouble shooting.
- Understanding business requirements, preparing RFQs/RFPs, and assisting the purchasing team.
- In-house Project Management and Implemented IT Securities and policies.
- Symantec Backup installations and design of backup jobs.

IT Team Lead- CCC LLC - Sohar Refinery - Oman - 4 Years

- Installation and configuration of Windows servers.
- Active directory design and assigning permission for RODC users.
- Print server setup and implementation through Group policy.
- Proxy installation and design as per policy-based ACL

IT Support Specialist - CCC. LLC - KSA - 2 Years

- LAN Administrator: Responsible for installation and configuration.
- hardware and software issues to keep equipment and applications running smoothly.
- Interaction with other IT groups as a liaison, communicating user requirements, resolving problems, and aiding in implementations.
- Recommended and implemented new technologies, IT policies, procedures, and best practices.
- Maintenance of hardware inventory and data backup.

System Administrator - VARIOUS EDUCATIONAL INSTITUTIONS -

INDIA - 2 Years

- Maintaining Digital Library and company website.
- Conducting lab training in Microsoft applications and controlling user access rights.
- Hardware maintenance, Network Cabling