

KALIM NAKAD

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Education

American University of Beirut (AUB), Lebanon

September 2018 – May 2021

Bachelor of Computer Science

College Notre Dame De La Deliverance, Lebanon

September 2016 – May 2018

Baccalaureate in Life Science

PROFESSIONAL EXPERIENCE

Areeba sal, M1 group, Beirut

June 2021-August 2021

Intern Information Technology Service Desk

- Provide troubleshooting and configuration support for client desktop and networking environment.
- Implement, install, configure and troubleshooting Microsoft windows server 2016, Active Directory and DNS.
- Maintained and modified the Citrix environment and Virtual Desktop Environment for users.
- Getting trained in cloud computing on Microsoft Azure platform.
- Administering Windows Server networks, domain, roles, and services.
- Monitoring servers and virtual machines using 24x7.
- Perform Active Directory Services administration and management.
- Develop, update, manage and document GPOs.

American University of Beirut

October 2021-January 2021

Windows Administrator Assistant

- Group Policy implementation and troubleshooting, DFS Administration.
- Establish/manage remote access for users through RDP connection.
- Involved in assisting users to access files in shared drives using map network drive feature.
- Maintaining systems and ensuring security throughout backups.
- Writing scripts using python for task automation and file handling.
- Hands on experience with data loader to handle students' records.

Digital Prestige, Berytech, Beirut

March 2022-Present

Agile Business Analyst

- Creating and analyzing user stories, writing business and system rules based on business and customer requirements.
- Work closely with key stakeholders to understand and document their product visions, needs and requirements.
- Support an Agile Software Development process, working in conjunction with stakeholders and technical delivery team.
- Lead daily stand-ups meetings, sprint planning, demo sessions, and other scrum ceremonies.
- Create product roadmap, minimum viable product (MVP), manage the product backlog, write and prioritize user stories.
- Writing test cases for quality assurance, reviewing user interfaces for functionality and adherence to design guidelines.
- Performing UAT testing for user acceptance criteria.
- Creating product roadmap, delivery plan and other project documents.

CERTIFICATES

SchemaZone, Rise Holding Group, Ontario

January 2022-February 2022

Business Analyst Intern (remote)

- Working on real business tasks/projects for SchemaZone and its sister companies.
- Lectures/presentations given by experienced industry professionals.
- Performed Internal and external business analysis using different tools and techniques.
- Nominated as one of top 3 candidates.

Oracle Cloud Infrastructure Foundation – Oracle Cloud Learning

December 2021

Business Analyst Internship – SchemaZone

January 2022

Power BI Essential Training – LinkedIn Learning

February 2022

CompTIA Security+ Certified Security Professional (SY0-601) – LinkedIn Learning

February 2022

UNIVERSITY PROJECTS

Digitizing The Lebanese Judiciary Sector, Spring 2021

Facilitate lawyers' and other personnel's work in standard procedures and enabling remote applications for simple tasks.

- Designing front end webpage using CSS, HTML, JavaScript.
- Implementing the backend using PHP.

Facial Recognition Technology, Spring 2020

Facial recognition attendance system that runs on raspberry pi by recognizing and recording the time of arrival and departure of the employee.

- Developing the project plan with the team
- Coding (Python) and testing the software

SUMMARY SKILLS

Languages: Arabic, English, French.

Computer skills: LINUX, HTML5, CSS3, JAVASCRIPT, PHP, Computer languages (python, c/c++), Web development.

Area of interest: Business analytics, project management, cyber security, cloud computing and cloud security.