Moufid Tajo

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Objective

To obtain an Information Technology position utilizing my education and skills with the opportunity to grow professionally while contributing to the success of the organization.

Professional Experience

Visa Officer, VFS Global
2019

Mobile, PC, Smart Devices and Electronics Diagnosis, repairing and Troubleshooting, Freelancing

Private Tutoring

Information Technology Support, Freelancing

Activinspire Lesson Planning Traineeship, Professional Computer Association & Lebanese ICT Federation
2019

Administrative and Student Assistant,
American University of Science and Technology
2024

Information Technology Support, Al-Rouken Al-Shami
2024

Technical Support, Cyber Security Specialist, Acronis Cyber Security Administrator, Entelligence S.A.R.L.
2023/06 – 2024/06

POS systems outdoor and remote IT support,
Hamster POS
2024/09

Call Center Support, Customer Service,
Diwan Hypermarket

Education

Bachelor in information and Communication Technology, Specialization in Cyber Security, Ethical Hacking and Computer Forensics,
American University of Science and Technology
2022 – 2024

Bachelor in Comparative Linguistics Engineering,
Lebanese University
2016 – 2019

Official Secondary Degree in Economics and Sociology,
Ministry of Education & Higher Education
2016

Bachelor in Information Technology,
Lebanese International University
2024 – present

Languages

- Arabic

- English

Technical Skills

Computer Software and Hardware

Programming, Scripting and Automation
- MySQL
- C#
- PowerShell and Command Prompt
- JavaScript
- C++
- Python
- Java
- SQL
- C
- PHP
- HTML
- CSS

Operating Systems
- Windows
- Linux
- Mac OS
- Android
- IOS
- Custom Operating Systems

Troubleshooting and Technical Support

Penetesting

Soft Skills

- Verbal and Written Communication Skills
- Time Management
- Customer Service
- Analytical Thinking and Problem Solving
- Determination and Commitment
- Presentation
- Ability to Learn
- Research
- Control and Auditing
- Management Information Systems

Certificates

LAU School of Arts and Sciences Certificate Of Participation for attending the First Annual Arts and Sciences Fair
Website Development

Mira Training Center Certificate
Computer Programming

Mira Training Center Certificate
Mobile Repairing

Microsoft PowerPoint Associate

Microsoft Word Associate

Cisco CCNA

Acronis Partner Training and MSP Academy
Tech and Cloud Tech Associate Certificates

Microsoft Certificates
Networking Fundamentals and Active Directory Domain Services