

ADIL ASAD YOUSUF BIN GURSAIN

MIS Executive

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Hor Al Anz, Dubai



SUMMARY

As a recent graduate with a strong foundation in cloud computing and a keen interest in Azure administration, I am seeking a challenging role as an Azure Administration to contribute my skills and grow a dynamic organisation.

EDUCATION

Osmania University

Bachelor Of Commerce On Computer
2015 – 2019

Osmania University

Master Of Business Administration on Information
Technology (SYSTEMS)
2020 – 2022

SKILLS

- Operating Systems: Windows Linux
- Cloud Platforms: Microsoft Azure
- Networking: DNS, VPN, Subnetting
- Scripting: Powershell
- Security: Azure Security Center, Network Security Groups (NSG)
- Monitoring: Azure Monitor, Log Analytics

LANGUAGES

- Proficient in **ENGLISH** reading and writing
- Fluent in **ARABIC** and **HINDI**
- **URDU**

SOCIAL LINK

[WhatsApp](#)

EXPERIENCE

MIS Executive

Writer Information PVT Lmt | 2020 – 2022

- I was Helping the team of Data Entry, Scanning, & Uploading team.
- Collect, process, and store data efficiently.
- Troubleshoot and resolve system issues to minimize downtime and disruptions.
- Regularly maintain and update the organization's MIS infrastructure.

Call Center Agent

. Lotus Holidays | 2022 – 2023

- Answer calls and respond to customer inquiries in a professional and friendly manner.
- Handle inbound and outbound calls relates to travel inquiries, bookings, and customer support.
- Provides detailed information about travel packages, destinations, and services offered.
- Coordinated travel arrangements and accommodations for executives and guests.

CERTIFICATIONS AND TECHNICAL SKILLS

- Azure Administrator Associate (AZ-104) (Fresher)
- Designing Microsoft Azure Infrastructure Solutions (AZ:305)
- Diploma in Peachtree, Quick Book & Adv. Excel.
- Diploma in Tally 7.2, Focus, Wings & Tally ERP 9.
- Typing Speed – Expert