### Name: ADAM

### Email: [adam.380244@2freemail.com](mailto:adam.380244@2freemail.com)

### Vision:

### To increase the shareholder value and maximizing profit by improving the operational efficiencies and maximum utilization for the available resources.

### Keys of success:

* Integrity & Ethics
* Leadership
* Teamwork
* Training
* Recognition
* Communication
* Continuous Improvement

**CAREER OBJECTIVE**

|  |
| --- |
| To find a challenging position to meet my competencies, capabilities, skills, education and experience. |

**PERSONAL INFORMATION**

|  |  |
| --- | --- |
| **Nationality:** | Sudan |
| **Resident of:** | Sudan |
| **Birth date:** | 30 Jun, 1972 |
| **Gender:** | Male |
| **Marital Status:** | Married |
| **Number of Dependents:** | Three |

**PROFESSIONAL EXPERIENCE**

|  |  |
| --- | --- |
| **Feb2014 - Until Sep2014**  **Jan 2014- until March 2014**  **Aug 2013- until Nov 2013**  **Jan 2012- until Jul 2013**  **Apr 2011- until Jul 2011**  **Jul 2006- until Jun 2009** | **General Technician& maintenance in Hotel in Dead Sea**  Maintain and install air condition, TV cables and setup dish channels and change subtitles language according to customer’s desire & assist other construction works and plump, execute orders from control desk while monitor system.  **Computer Application Trainer**  Instruct and train 25 Refugees applicant for computer course funded by UNHCR.  **Facilitator**  Facilitate human rights workshop for 25 applicant and translate &interpret from English To Arabic and Arabic to English and explain obligations & rights in work fields.  **Swimming pool manager**  Responsible for general setup and open the pool for the guest, and close, provide towels and make sure all garbage collected, report any maintenance problems.  **Logistic officer**  Pick up of participants from airport, and drop of, at departure & coordination of accommodation setup & supplies and catering during travel days, as well as dinners during workshop & logistical support for workshop team.  **Security Supervisor**  Provide an efficient and professional security service to the facilities, its staff, assists as well as information, keep line manager informed of incidents, and ensure that agreed levels of security and services are achieved as a minimum.  Ensure that all officers on the shift are present, booked on and assigned to position.  Ensure that all staff are dressed appropriately, for their duties at the start of each shift.  Ensure shift staff do not carry personal mobile phones or chewing gum, and all staff receives designates breaks each day.  Help train and assess security staff, to ensure familiarity with and implementation of the HQ procedures and considered. Providing refresher and update training as and when necessary and maintain accurate records of the same.  Maintenance knowledge of assignment instruction  Monitor all electronics security system including fire alarms, and CCTV management. Immediately report to line manager any system malfunction. Record all daily occurrences in log book provided.  Carry out any investigations are required and to ensure reports are completed for line manager.  Provide assistance for all staff and experiences any safety difficulties. Evaluate, hire and lead all security staff and organization personnel with security duties. |
| **Oct 2000- until Dec 2004** | **Steward Supervisor**  Supervise 15 workers for general and deep clean in the facilities and wash all kitchen machine with soap and chemical and handle all work relating the staff and works. |
|  |  |

**EDUCATION**

|  |  |
| --- | --- |
| **August 2009:** | **New Horizons Cairo**,  Microsoft Certified System Administrator & Engineering (MCSA, MCSE**)** |
| **April 2009:** | **Arab Open University Cairo**,  Microsoft Network Maintenance, (N+) |
|  |  |
| **May2008** | Security & Safety & Protection training, First aid & Fire extinguish training. |
| **July 2008:** | **Synergy Information Technology Institute**  Microsoft Software& Hardware Maintenance (A+) |
|  |  |
| **Spring 2007:** | **American University Cairo (AUC),**  International Computer Driver License , (ICDL**)** |
| **Summer 1993:** | **Accounting air ticketing diploma** |
| **July 1991:** | Word Star 2000 Diploma, Oman Language Center |
|  |  |
| **March 1991:** | **Oman Language Center**  Developing Skills & Expanding Knowledge (English Language Diploma**)** |

**SKILLS**

| **Skill** | **Level** | **Years practiced** |  |
| --- | --- | --- | --- |
| MS Word, MS Excel, Power point, A+,  N+, MCSA, MCSE | Intermediate | More than 9 years |  |
| Phlebotomy | Beginner |  |  |
| Conflict resolution | Intermediate |  |  |

**LANGUAGES**

| **Language** | **Level** |  |  |
| --- | --- | --- | --- |
| Arabic | Expert |  |  |
| English  Swahili | Expert  Basic |  |  |