**Gulfjobseeker.com CV No:** **1293582**

**Mobile** +971505905010cvdatabase[@]gulfjobseeker.com

To contact this candidate use this link

<http://www.gulfjobseeker.com/feedback/contactjs.php>

Birth date: **21. April 1979.**

Nationality: **Serbian (frm. Yugoslavia; East. Europe)**

**PERSONAL PROFILE**

I am a motivated, adaptable and responsible individual seeking a mid-level/senior position in **Telecommunications, A/V & Electrical engineering, IT, Project management/Coordination** or any other position which will utilize strong technical and professional skills developed during my work so far. My personal characteristics are intelligent, fast learning, hardworking, flexible, adaptive, self-motivated and **dedicated to completion of entrusted tasks**… My **reliability, communication skills, responsibility and friendly nature** are assets I would bring to the work. I have experience in project management and **strong organizational and administrative skills** with the ability to work independently and use my own initiative. I also have the **ability to prioritize while under pressure meeting tight deadlines**.

**EDUCATION**

1994-1998 **Electrical energy Technician**, Technical school Zajecar, Zajecar

1998-2000 **Telecommunication technologies**, Faculty of electrical engineering; Prishtina

2003-2003 **Telecommunication/RF/LAN cables Quality control Specialist**

2009-2009 **Planning and maintaining a Microsoft Windows Server Network Infrastructure**

**WORK EXPERIENCE**

2012-2014 **Technical Director**; Cable Factory, “Telkabl” Zajecar, Serbia

2011-2012 **Installation Supervisor**; Field Operations, “KONE Elevators”, Doha, Qatar

2010-2010 **Web content Administrator**; Domain Services, “Beano Publishing” LLC, FL, USA

2007-2008 **Project Designer**; Electrical/Telecom Department “Energoprojekt-ENTEL”, Doha, Qatar

2006-2007 **Project Coordinator**; A/V Department “AVTelco”, Dubai, UAE

2003-2006 **LAN/RF cables Quality control Specialist**; Quality control Lab. “Telefonika”, Zajecar

2000-2002 **IBM AS/400 System Operator**; IT Department “Telefonika”, Zajecar, Serbia

**COMPUTER AND OTHER PROFESSIONAL SKILLS**

Software/hardware platforms and applications I have been using on a professional level: **OSs’**: MS Dos, Windows 3.11, 95, NT 4.0, 98, 98SE, 2000, XP, Server 2003, Vista, Server 2008, 7, 8; Linux; Mac OS X; IBM OS/400 **Office**: MS Office (Excel, Access, Word, Power Point, Visio), Word Perfect, Open Office…

**Project design**: AutoCAD (2D/3D), MS Project, Primavera-Project, Portfolio Management Software…

**Web**: Flash, Dreamweaver, Cold fusion, Photoshop, Illustrator, Corel… **Modeling**: 3D Max, Maya

**Programming**: IBM AS/400 RPG, D-BASE, Delphi, HTML, CSS, PHP, Zend Framework… **Networking**: IBM Terminal Networks, LAN, WLAN, VPN, Crestron Networks, KONE DCS and E-Link **A/V**: Professional A/V equipment (JBL, Crown, Audio Technica, Bose, JVC, Pioneer, Crestron, Extron…)

**LANGUAGE**

|  |  |  |  |
| --- | --- | --- | --- |
| **Serbian** (Croatian, Bosnian, Macedonian…) | Native | **English** (spoken/written) | Fluent |
| **French** (spoken/written) | Basic | **Bulgarian** (spoken) | Basic |

**OTHER ACTIVITIES**

Driver’s license “B” category (Serbian, Qatari and European Int.), Esperanto level “A”, Member of cultural association “Bozur”, fishing…

**REFERENCES** Available upon request.

**PROFESIONAL ACTIVITIES AND PROJECTS**

**Chronology**

2000.

* Operating applications for data exchange between warehouses on IBM AS/400 terminal based company network, “Telefonika” Zajecar (formerly Cable factory Zajecar)
* Redesign of official company website [www.fkz.co.yu](http://www.fkz.co.yu)

2001.

* Involved in project installing the first PC Windows based local area network
* Was a part of the team gathered to accomplish installing two more separate areas and merge them into large company network with a public domain

2002.

* Administrating on both IBM and PC networks and preparing migration from the old AS/400 to the new PC object oriented data system
* Start studies on Megatrend University, Business Management in Informational Technologies chair, for a Master degree

2002/2003.

* Military obligation

2003/2005.

* Got the offer to move to the Quality control Department and accepted. Received training for a Quality control Specialist (internally called Controller) and for the time being worked as a Quality Controller.
* First part of the job was to follow and take care of the quality of production process itself on the telecommunication cables production line. Making sure that all the procedures in the productions process have been followed. The other part was the testing a final products and certifying (or rejecting) for pre-sale.

2006.

* Moved to the Quality control laboratory and worked mostly on LAN (Local Area Network) cables testing and certifying for presale as LAN cables Quality control Specialist.
* Been engaged in a special testing procedure during certification process for obtaining the ISO 9001 standard for the Quality control Laboratory.

2007.

* Project coordination in A/V and Crestron equipment installment projects. Several large A/V and conference rooms projects, design and installation:
* “Toys R Us” Dubai Festival City, Dubai
* Discotheque Zink Sheikh Zayed Road, Dubai
* Fitness First DFC Mall, Dubai
* Main conference room in Dubai International Financial Centre, Dubai
* Conference rooms around Dubai
* Been a part of other teams when needed and involved in several telecom installments projects
* Was in charge of renting, installing and operating audio and video equipment for company presentations and private celebrations

2008.

* Project designer in electrical/telecom projects in Doha, Qatar. Projects:
* Upgrade of telecom room equipment on Pig launcher Station in Dukhan City, Qatar
* Communication and diagnostic system between electrical stations on Halul island and Main telecom station in Doha, Qatar
* Telecom, CCTV and field telephone system for 78 gas station around Dukhan City, Qatar
* Design and Web Administration of first Serbian virtual community in Qatar [qatarserbs.net](http://qatarserbs.net/)

2009.

* Accomplished Microsoft-approved course: Planning and maintaining a Microsoft Windows Server 2003 Network Infrastructure.

2010.

* Worked as a Web content Administrator in Beano Publishing LLC. I worked from home as a remote employee. Working in Domain Services department my job was to take care of the company’s domain database, expiration dates, tagging and elimination of misspelled generic domain names.
* For a short period of time I worked as a Sales support administrator as well.

2011.

* Got an opportunity to test my skills in elevator industry and for the next two years worked as an Installation Supervisor for KONE elevators and escalators in KONE Middle East in Doha, Qatar. Have been in charge of several major projects in Doha:
* Al Dareen Tower project, 10 KONE Mini space; West Bay, Doha, Qatar

<http://www.hlgroup.com/en/project/projects/al-dareen-tower.html>

* Al Faisal Tower project, 14 KONE Mini Space units, both high and low rise, DCS and E-Link system in a 50+ stories two core building; City Center, Doha, Qatar

<http://www.hlgroup.com/en/project/projects/al-faisal-tower.html>

* After three months of extensive training on installation of KONE products and special training on KONE DCS (Distance Control System) as well as KONE E-Link control network system I took over the projects and successfully completed them. Pending work was: to finish the installation itself, testing and finishing works, setting up and adjusting the control system, commissioning and handing over to the client.

2012.

* During 2012 I have been working on two major projects, one in Doha and one in Lusail and one smaller project in City Center area:
* Arwa Tower project, 6 KONE Mini space, low rise; City Center, Doha, Qatar

<http://www.hlgroup.com/en/project/projects/arwa-tower.html>

* Traders Hotel, 10+1 KONE Mini Space units (Service lift), 4 KONE Mono Space units (Panoramic lifts), 4 KONE Escalators; Diplomatic Area, Doha, Qatar

<http://www.hlgroup.com/en/project/projects/traders-doha.html>

* Burj Marina, 8+1 KONE Mini Space units, 3+4 Mono Space units; Lusail, Qatar

<http://www.gulf-steel.net/burj-marina-doha/>

* Apart of the installation supervision my responsibilities on a daily bases were also:
* Managing the manpower on a construction site, installation technicians as well as subcontractor labor manpower.
* Taking care of local purchases, tools, power tools and materials in the store room.
* Coordination between the management and the main contractor including regular briefing meetings with the contractor, safety meetings and third party inspections.
* Complete project documentation, project realization documentation and progress tracking records, daily, weekly i detailed monthly reports with charts as well as the final handover and completion documentation.
* To make sure to represent the company image in the right way and as a first line site manager make a good ambassador to the company.

2012/2014.

* In charge of overall cable production process, supplies and manpower in the small cable factory in Zajecar:
* Two production lines, high and low voltage cables
* Managing the construction sheets for more than 50 different products
* Supplying, manpower and Quality control Department as well