

CURRICULUM VITAE (CV)

Hussin Ali Abdirahman

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GENERAL INFORMATION

Nationality : Somali
Place of Birth : Mogadishu
Date of Birth : 1985
Marital status : Married
Gender : Male
Languages : English, Arabic, & Somali.

CAREER OBJECTIVE

- To utilize my knowledge, skills and experience gained through learning and participation, to enhance professionalism in all aspects of **Strategic leadership, Finance, and Administration** as a special component for improving the quality of service and life.
- My objective is to work in a position that demands initiative and to gain experience and knowledge that would help me building my future career

ACADEMIC QUALIFICATIONS

- 2012-2016 **SIMAD University** - Mogadishu, Somalia
Bachelor Degree in Public Administration
Concentrated: Public administration, comparative public administration, public personality, organizational behavior, public police, administrative law.
- 2007-2008 **Ma'mur Secondary Schools** – Mogadishu, Somalia
Secondary Leaving Certificate
- 1997-2003 **SYI Primary School** Mogadishu – Somalia

OTHER COURSES AND WORKSHOPS

I have obtained many important course certificates such as:

- 2003-2004** IT Certificate at National Computer Institute (NCI), Mogadishu-Somalia
26-30 May, 2007 Attended network computer training held in KANAVA center in Mogadishu
And sponsored by KANAVA.

Hussin Ali Abdirahman

April 2006	Attended seminar on cultural environments held in Ambassador Hotel in Mogadishu and sponsored by SOCDA.
May 2010	Training Principle sponsored by Horn Africa
September 2011	training Teachers sponsored by Horn Africa

PROFESSIONAL QUALIFICATIONS

- Bachelor Degree in Public Administration (PA)
- Diploma in IT

OTHER COMPETENCIES AND RELEVANT INFORMATION

SKILLS ATTAINED

Courses include:-

- ✓ Project Management cycle
- ✓ Project Proposal Writing
- ✓ Monitoring and Evaluation M & E
- ✓ Report Writing Skills
- ✓ Job interview
- ✓ CV Writing Skills
- ✓ Organizational Behavior
- ✓ Mentor

Computer and Other Skills

- Operating system
- Proficient and effectively using database in my daily activities.
- Office Applications (Word, Excel, Access and Power Point)
- Report Writing Skills
- Teaching and facilitating life skills
- Research and Analytical programs

WORK AND COMMUNITY EXPERIENCE

WORKING EXPERIENCE:

2009-2017 **MA'mur primary and secondary school**
Chief Financial

Duties & Responsibilities

- ✓ Responsible for keeping financial records and performing financial procedures (receipts, payments, petty cash, payroll), including records of **MA'mur primary and secondary school**
- ✓ Lead development and maintenance of strong control environment (bank reconciliations and other control accounts, performance management data, etc)
- ✓ Manage performance of Quickbooks ledger accounting system, leading improvement and system enhancement work, ensuring good housekeeping – for the Mogadishu office.
- ✓ Effectively organize and manage internal and external audits
- ✓ Produce statutory (legal) accounts and other legal returns for **MA'mur primary and secondary school**

July 2011 -2016 Qaran Pharma Company – Mogadishu, Somalia
Executive Director

Hussin Ali Abdirahman

Duties & Responsibilities

- ✓ Production and implementation of operational work plans and budgets
- ✓ Recruitment and management of service staff and resources to achieve required service response, quality and cost performance indicators
- ✓ Management and monitoring of services budgets including analysis, reporting and action on variances
- ✓ Development and oversight of staff appraisal and supervision systems and in line with required competencies
- ✓ Resolving performance issues among staff and volunteers engaged in services.

HOBBIES AND INTERESTS

- Reading Holy Quran
- Web Searching
- Sports
- Social/Charity Work, Reading, Travelling and Making friends