**Mohammad Hakki**

**18 Admiralty Tower, Queen Street, PO1 3GA**

07554854123

[mohdhakki12@hotmail.com](mailto:mohdhakki12@hotmail.com)

<https://www.linkedin.com/in/mohammad-hakki-2068a3189>

Second year undergraduate in Business and Management at the University of Portsmouth with past experience of working in the commercial industry of clothing and cleaning. Currently seeking to spend a year in the industry undertaking a work placement in an operational position.

**Education**

**University of Portsmouth (BA) Business & Management Sept 2018 – present**

This degree focuses on the development and enrichment of knowledge and skills in business and management. This is achieved through the considerable amount of understanding of the core business functions and practical experience.

**Relevant subjects include:**

* *Business Analysis and Decision making:* Developed an understanding of concepts and techniques of accounting that are used for providing management information for various planning and decision-making purposes
* *International Business:* Able to tackle the major factors and issues affecting the development of firms internationally, as well as recognizing and understanding of how geographical institutions and firms shape global trade.
* *Quantitative methods and data analysis*: Wide understanding of numerical methods and calculations and applying them into statistics used for analysing data.

*Managing people in organisations:* Able to explain and understand the nature and work environment of companies through taking into consideration equality, cross-cultural and ethical issues.

* *Innovation management:* Thorough understanding of issues and factors involved in the management of innovation and how it can lead to the development of new product opportunities.

Expected grades are a minimum of 2:1.

**Cambridge High School (Amman, Jordan) Sept 2010- May 2018**

International Baccalaureate (IB) 6 subjects including Business and Maths, in addition 2 higher level subjects which are Chemistry and Biology.

**Relevant Experience**

**Raswa Company LTD. Supply Chain Intern May 2018- August 2018**

* Earned vast amount of training from the company into handling the supply chain and what kind of technique they use while operating their supply chain to ensure the full understanding when taking the role.
* Was able to contribute in enhancing and improving the core activities within the supply chain to improve customer satisfaction
* Collaborative skills were used as I worked with members of the project to come up with a good end result of enhancing the core activities.
* Updated the cost information of suppliers to ensure the accurate and precise monthly financial reports

**Tikyet Um Ali Head of Volunteers August 2017- Jan 2018**

* Organised an event for about 1500 orphans which focused on feeding them and entertaining them with various activities.
* Arranged meetings with my colleagues and assigning a task for each one of them, as well as discussing the area, equipment, amount of food needed in the event. As this helped me improve both my collaboration and organisational skills
* During the event supervision was maintained and made sure that everything was going according to plan.

**Additional Skills**

*Technical skills:*

* Proficient in using Microsoft Office applications
* Basic Knowledge of HTML
* Troubleshooting

*Collaborative work:*

* Confident when working in groups and able to provide guidance to other members of the group.
* Capable of leading a team effectively in a timely manner.

*Problem Solving:*

* Dealing and tackling problems calmly and efficiently

**Additional Information**

* Fluent in two languages, Arabic and English

**Hobbies and Interests**

* Member of the IT society; enjoys the use of programming language and fixing malfunctioned computers.
* Traveling and exploring other cultures
* DIY
* Being involved in charitable events

**References available on request**