

# Sami Sarkhi Mousavi

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## Summary

Highly accomplished IT Professional with 24 years of technical, managerial, and research experience. Proven track record in project management, customer support, and process improvement. Adept at analyzing complex situations, driving productivity, and implementing strategic IT solutions. Strong leadership and communication skills, known for developing and leading high-performing teams. Seeking to leverage expertise as an IT Manager.

## SKILLS

### Tools & Technologies:

- FrontEnd Developipng: TypeScript/CSS/HTML
- React / Express JS/ Node JS / TypeScript
- Firebase & MongoDB / Microsoft SQL Server
- ITIL Process / IT Service Management
- Network & Computer Systems Administration
- Information Secutity & Compliance
- Operating Sysystems and VMWare Management
- Servers and Services Management
- Active Directory Administration
- MS Office, Mathematics & Statistics Softwares
- Troubleshooting & Parature Ticketing
- Desktop and Mobile Support

### Interpersonal Skills:

- Strategic Thinking & Problem-Solving
- Strategic Planning & Analytical Skills
- Team Management & Team Leadership
- Effective Communication & Team Working
- Coaching & Conflict Resolution
- Role Execution & Collaboration Skills
- Flexibility & Feedback Acceptance
- Influencing & Negotiation Skills
- Time Management Skills
- Audit & Promote IT Business Excellence Systems

### Industry Knowledge :

- Agile Project Management & Scrum
- Quality Management
- Stakeholder Management
- Resource Management
- Organizational Culture
- Career Development
- Change Management

## WORK EXPERIENCE

### Member Of Tender Commision Department

2021-2023

### National Iranian South Oil Company (NISOC) | Iran

- **Managed end-to-end tender process**, leveraging IT managerial skills to ensure seamless coordination from drafting documents to bid evaluation and vendor selection. Ensured compliance with standards.
- **Negotiated favorable terms and conditions** with internal stakeholders and external contractors, applying IT management expertise to emphasize transparency and adherence to legal guidelines.
- **Maintained meticulous records of tendering activities**, including contracts and evaluations, utilizing organizational and documentation skills developed as an IT Manager. Prepared comprehensive reports for senior management.
- **Identified and mitigated potential risks associated** with the tendering process through collaboration with cross-functional teams, drawing on experience in risk management gained as an IT Manager.
- **Built strong vendor relationships**, utilizing interpersonal skills honed in IT management to monitor performance and provide valuable feedback. Contributed to improving overall procurement efficiency.

<b>Information Technology Manager</b> <b>Petroleum Industry Health Organization (PIHO)   Iran</b>	<b>2018-2021</b>
<ul style="list-style-type: none"> <li>• Oversaw healthcare information systems, ensuring regulatory compliance and HIPAA adherence.</li> <li>• Integrated technology solutions, improving operational efficiency and collaborating with healthcare professionals.</li> <li>• Provided technical support for clinical systems, including medical imaging and telemedicine technologies.</li> <li>• Developed and implement IT disaster recovery plans for uninterrupted services during emergencies.</li> </ul>	
<b>Information Technology Manager</b> <b>National Iranian Drilling Services Company (NIDSC)   Iran</b>	<b>2014-2018</b>
<ul style="list-style-type: none"> <li>• Directed day-to-day IT operations, infrastructure management, strategic planning, and budget allocation.</li> <li>• Implemented robust security measures to safeguard data and systems, ensuring protection against cybersecurity threats.</li> <li>• Managed a team of IT professionals, fostering teamwork and development to enhance overall efficiency.</li> <li>• Oversaw successful execution of IT projects, ensuring timely delivery and alignment with Org-objectives.</li> <li>• Collaborated with external vendors and service providers to integrate third-party IT services, optimizing operational functionality.</li> </ul>	
<b>Chief Controller of R&amp;D Projects</b> <b>National Iranian South Oil Company (NISOC)   Iran</b>	<b>2010-2014</b>
<p>Led successful R&amp;D efforts through strategic planning, efficient budgeting, and crucial industry partnerships for innovation. Fostered a culture of continuous learning, assessed research outcomes' commercial potential, collaborated on technology monetization for tangible financial gains. Facilitated technology transfer and knowledge exchange via strategic industry partnerships, optimizing contributions for evolving market dynamics.</p>	
<b>Head of Information Technology   East Oil and gas Production Company (EOGPC)   Iran</b>	<b>2008-2010</b>
<b>Information Technology Support   Karoon Oil and Gas Production Company (KOGPC)   Iran</b>	<b>2001-2008</b>
<b>Computers Support Technician (MainFrame &amp; PC)   Agro-industry sugarcane   Iran</b>	<b>1999-2001</b>

## EDUCATION

<b>Master's Degree, Human Resource Management</b> Azad Islamic University   Shooshtar, Khoozestan, Iran	<b>2014</b>
<b>Bachelor's Degree, Computer Software Engineering</b> Azad Islamic University   Mahshahr, Khoozestan, Iran	<b>2005</b>
<b>Associate's Degree, Computer Software</b> Chamran University   Ahvaz, Khoozestan, Iran	<b>1999</b>
<b>Technical Diploma, Computer Software</b> technical school   Ahwaz, Khoozestan, Iran	<b>1997</b>

## CERTIFICATION

<b>Google Project Management</b>   by Google on Coursera. Certificate earned at March 16, 2024	
<ul style="list-style-type: none"> <li>• Foundations of Project Management Issued Mar 2024</li> <li>• Project Initiation: Starting a Successful Project Issued Mar 2024</li> <li>• Project Planning: Putting It All Together Issued Mar 2024</li> <li>• Project Execution: Running the Project Issued Mar 2024</li> <li>• Agile Project Management Issued Feb 2024</li> <li>• Capstone: Applying Project Management in the Real World Issued Feb 2024</li> </ul>	
<b>Front End Development</b>   Futuretek Academy – Cantek Program . Certificate earned at January 19,2024	
<b>Advanced Network Servers &amp; Operating Systems</b>   DPI in Iran	
<b>Fundamentals of computer programming</b>   DPI in Iran	
<b>Fiber optic network engineering firm</b>   Belden	
<b>Information and Communication Technology Service Management ITIL</b>   Applied Information Development	
<b>Documentation, Auditing, Leading and Coaching CE of integrated management system (IMS) and the Transcendental System of Total Quality</b>   IMQ Academy	