**HAYYAN MOHAMMED AL-MANDHARI**

Sultanate of Oman – Al-Dhahirah, IBRI

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**Manpower ID No. 734843**

**Objective:**

An Information Technology officer with strength in networking who seeks a challenging career in your institution, where I can apply my knowledge and experience for the development of the organization development.

**Education:**

* ***2006-2011:*** Bachelor Degree in Information Technology – **Major:** Computer Networks –

**Minor:** Design Studies - College of Applied Sciences – Ibri.

* ***2005/2006:*** Third Secondary School, Saif bin Sultan for General Education – Ibri - Sultanate of

Oman.

**Work experience:**

* ***From 14th Nov 2012 to date:*** Working in Muscat Finance Company as a function of IT Supervisor.

1. IT help desk and support.
2. Controlling network issues for all users (Head Office & Branches).
3. Maintaining hardware and software.
4. Responsible for uploading CBO’s data and handling BCSB issues.
5. Running daily CBO’s reports for customers.
6. Creation & configuring new users.
7. Managing and controlling mobile app and company website.
8. Monitoring security issues (Business Continuity Plan & Disaster Recovery).
9. Physical check for inventory. (For audit purposes)
10. Dealing with vendors and suppliers.
11. Handling SMS system.

* ***From 6th Oct – 5th Nov 2012:*** Work placement in Mohammed Barwani Holding Company & Mohammed Barwani for Petroleum Services (MBPS Company) as a function of an IT Technician.

1. Formatting PC’s.
2. Making new network cables.
3. Monitoring daily reports for users, hardware & software.
4. Making network connections in new locations.

* Working in a workshop for maintaining, repairing and configuring computers (formatting computers, installing programs, installing printers and scanners, installing windows, solving laptops’ problems, setting up machines).
* ***From 30th April – 4th May 2012:*** Participate in information and communication technology exhibition (COMEX) as a function of IT support.
* ***From 5th Jun –*** ***10th Aug 2010:*** Work placement in Oman Telecommunication Company

(Omantel) – Information Technology and Service

Delivery Department – Al-Khwair Tower, includes:

1. Introduction to the Access Networks.
2. Basic concepts about V5.1 & V5.2.
3. Basic concepts regarding ADSL and basic technology.
4. ADSL modulation and error correction.
5. ATM technology.
6. DSLAM and MSAN connectivity.
7. VPI/VCI and VLAN technology.

* ***From 16th – 27th Jan 2010:*** Training in the Directorate General of Health Services on

Computer Networks – Ibri.

**Achievements:**

* Best Employee of the third quarter - 2013 in Muscat Finance Company.

**Skills:**

* **Computer:** Proficient at MS office and internet
* **Language:** Fluent in Arabic and English (spoken and written)
* **Personal:** - Teamwork skills.
  + - Communication skills.
    - Excellent attendance record.
    - Professional conduct and team work.
    - Highly motivated and capable of working under pressure.
    - Have the ability to learn fast.

**Other Activities:**

* Active member in Information Technology Society in the college.
* Head of Fine Arts Society in Ibri College of Applied Sciences.
* Contribution in helping other societies in the college.

**Interests:**

* Internet
* Writing
* Calligraphy
* Reading

**References:**

1. **Name: Mr. Khalfan Rashid Al-Rawahi**

**Job:** *Project manager, Service Delivery Unit,(Omantel) Al-Mawaleh Building.*

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1. **Name: Mr. Baqir Al Haj Mohsin**

**Job:** *Assistance General Manager – Collection Dpt.-Muscat Finance.*

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