

# Keyd Muhumed

Finance and Admin/HR Supervisor at MSF-OCBA

kaitmoha7@gmail.com

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## Experience

### **Finance and Admin/HR Supervisor at MSF-OCBA**

October 2014 - Present (2 years 6 months)

Main Purpose

- I am responsible for the implementation of HR policies in the project and the correct Administrative Management of all staff working in the project, along with the follow up of the correct use of Financial Resources in the project.

### **Human Resource Affairs Core process owner/Head at Ethiopian somali regional state Fik district Civil Service Office**

November 2013 - October 2014 (1 year)

### **Planning Budgeting Monitoring and Evaluation Core process Owner/Head at Ethiopian somali regional state Fik district Finance and Economic Development Office**

August 2011 - October 2013 (2 years 3 months)

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## Education

### **Alison**

Diploma, Project Management, 2016 - 2016

### **Jigjiga University**

Bachelor's Degree, Management, 2014 - 2016

### **St.mary's University**

Bachelor's Degree, Finance and Development Economics, 2013 - 2015

### **Ethiopian somali regional management institute**

Diploma, Human Resource management, 2011 - 2013

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## Languages

### **English**

(Full professional proficiency)

### **Somali**

(Native or bilingual proficiency)

### **Ahmaric**

(Full professional proficiency)

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## Courses

### **Finance and Admin/HR Supervisor**

## Skills & Expertise

**Human Resources**

**Finance**

**Budgeting**

**Leadership**

**Public Speaking**

**Management**

**Recruiting**

**Team Building**

**Project Management**

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[Contact Keyd on LinkedIn](#)