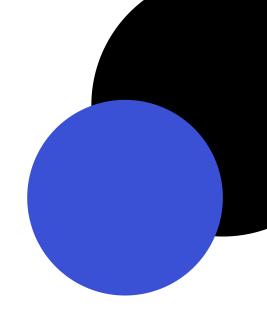
# DHIRAR MAHMOUD

## Aircraft Electrical Engineering



#### **PROFESSIONAL PROFILE**

Skilled Executive Assistant with more than 10 years experience coordinating, planning, and supporting daily operational and administrative functions.

#### **CONTACT DETAILS**

- Mobile: 0790 136 5358
- dhirarmahmoud69@gmail.com
- Ha'y Aladal Baghdad

#### **QUALIFICATIONS**

Over a decade of service preparing well-researched and accurate documents, managing busy calendars, and efficiently handling daily office tasks.

## **SKILLS AND ABILITIES**

- Great communication and interpersonal skills
- Excellent organizational and multi-tasking skills
- Great writing skills
- Fluent in English and Spanish

#### **LANGUAGES**

- Arabic Language Native
- English Language Excellent

#### **WORK EXPERIENCE**

## **Ministry Of Agriculture**

(1985 - 1993)

· Aircraft engineer

#### **Al-Faw General Engineering Company**

(1994 - 1998)

• Senior Electrical Engineer

#### **Aljonaid Trading Company**

(1998 - 2008)

 Coordinating, planning, and supporting daily operational and administrative functions.

## **PREVIOUS EDUCATION**

## Perth University UHI - London

Aircraft Electrical Engineer, 1983-1984