

Name: Homam Algibay

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Location : Street 100, Behind Jehan University, Erbil (Iraq)



Objective:

To obtain a challenging job in a prestigious multinational company, whereby I can Apply my education, skills and experience.

Personal Information:

Birth date:	22 August 1994
Gender:	Male
Nationality:	Syrian
Marital Status:	Single

Education:

Bachelor Degree Civil Engineering / 2019:

AIU – Syria (Arab International University)

- University studying was in English Languages.
- studying the loads of buildings (dead loads, live loads, earthquakes)
- Designing Structural Buildings.
- Designing Steel Buildings.
- Designing Composite Buildings.
- Designing Culverts and Tanks.

Personal Skills:

- Strong administrative and organizational skills.
- Ability to work under pressure.
- Ability to learn new tasks quickly.
- Good at meeting deadlines.
- Experienced in problem-solving.
- Self-motivated, initiative, high level of energy.
- Friendly approach and well minded.
- The ability to read architectural, architectural Plans and implement them on the ground.

Professional Experience:

Anas Ghanem Engineering services / Supervisor October 2018 – January 2019 (Syria)

- Supervisor of coating buildings.
- Dealing with workers.
- buying structural materials.
- Ability to read and implement structural and architectural plan.
- Assist in all general inquiries
- Provide admin support as needed.

Al-Hosam food Industrial / Sales Executive January 2016 – October 2018 (Syria)

- Communication effectively with senior level executives and managers
- Assisting customers in the selection and purchase of items, and giving expert advice to them regarding products.
- Handling customer's complaints in a professional and diplomatic way.
- Operating the tills, including cashing up and completing paperwork at the start and end of shift.
- Checking the inventory listing with actual stock on the shop shelves and reporting and discrepancies to managers.
- Using Word & Excel to write reports and create invoices.

Benetton / Sales Executive February 2015 – January 2016 Syria

- Training and supervising of new and junior sales persons in the store
- Convincing customers to buy goods, eventually increasing sales volume By 100%.
- Ensuring smooth running of the store.
- Ensured required products are stocked available in the store at all times
- Ensuring good space utilization in the store.
- Assisting in the balancing of the till after day sales and making entries in the cash book and journal

Adidas / Sales Executive April 2012 – July 2014 Syria

- Responsible for marketing products and services of the company through customers.
- Ensure proper acceptance of cash.
- Provide the daily reconciliation, bank settlement for the collection in the account of the company and petty cash reconciliation reports.
- Provides effective solutions for better and strategic flow in the sales.
- Timely processing, monitoring and submission of the sales and Inventory status reports.

Training and Seminars:

- **Rivet:** drawing buildings & 3D drawing.
- **Etabs:** Dynamic and static analysis of buildings.
- The Highly Productive and Effective Administration course.
- Project Management Professional course.
- **AutoCAD:**
- Engineering drawing.

Computer Skills:

- Microsoft Excel.
- Microsoft Word.
- Microsoft Outlook.
- Microsoft PowerPoint.

Languages:

- **Arabic:** (mother Tongue).
- **English:** Very Good (Writing, Reading & Conversation).
- **French:** Basic