

Ahmad YousefAhmad✂Curriculum Vitae✂

Personal Information

- **Name :** AhmadYousefAhmad
- **Date of Birth:** 10/1/1992
- **Place of Birth:** Al-Hassaka, Syria
- **Sex:** Male
- **Address:** KRI, Iraq
- **Mob** :0750 241 26 89
- **Email :** ahmedahmedy788@gmail.com



Education:

- ✓ Petroleum engineering graduate in AL Baath University in Homs/ 2011-2016
- ✓ Diploma in education in Homs/2016
- ✓ **Courses/AL Baath university/Homs :**
 1. Attend sessions on the mechanism of monitoring and evaluation at the oil wells
 2. Trainings follow security and safety standards in the oil and gas wells
 3. Training on monitoring and evaluating the performance of workers in all sectors of the oil and be sure to follow the proper standards and procedures

Work Experience:

- 1- **Sales executive for Leves clothes company – lebanon (2017 -2019)**
 - Visit shops , merchants and markets to promote products of clothing .
 - To assist the Head of Development & Sales in the preparation of reports to Senior Management Team .
 - contribute to the Association's culture of achieving Best Value through raising standards of performance and improving efficiency.
- 2- **Logistics in United Nations World Food Programme (WFP) –Syria(2016-2017)**
 - Search for companies , shops that offer their products at the cheapest prices and get special offers.
 - Develop and monitor strategies activities.
 - Regularly review of procurements policies, procedures and strategies.

3- Finance Assistant in Driving Education Company – Hassakah(2015-2016)

Duties:

- To prepare and delivering salary payments to staff..
- To assist in weekly reconciliations of cash (and bank if needed)
- To ensure that each transaction data is accurate and supporting documents related to procurement are complete and filed properly.
- To maintain and archive financial records both in hard and soft
- Organizing the papers of trainees to take them in the exam to obtain a certificate of teaching leadership
- Calculate the company's income and pay the necessary bills

Languages:

- English:very good
- Arabic : fluent
- Kurdish: mother tongue

ComputerSkills:

- Windows, MS Office (Excel, Power Point, Outlook, Word) Internet
- AutoCAD

KeyQualifications:

- Strong ability to develop contacts and to work under pressure and independently.
- High reporting and planning skills.
- Outstanding proven time management and organizational skills.
- Ability to work under pressure alone and as part of a team
- Respect colleagues, co-workers, superiors, and individuals, and present a positive image within the community.
- A desire to learn and work in a challenging but rewarding environment .