

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

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## 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



Date: 03/02/2019  
No : REG/1576/URE

**To Whom It May Concern**

This is to certify that Mr. Homam Nabeih Algibay, a student of Civil Engineering faculty, has successfully completed the university requirements of English language which include four levels of English (from level zero to level three) and "Academic Writing & Research" Courses.

It is worth mentioning that the syllabus and examinations of most specialized courses at the Faculty of Civil Engineering are delivered in English.

President

Prof. Dr. Tamer Alhaja



Campus : Ghabagheb Tel. +963 15 860380 / 99 - +963 15 2050 - Fax +963 15 860385 - +963 15 860387  
Head Office : Damascus - Tel. +963 11 6119341/7 - Fax +963 11 6119340  
P.O.Box : 16180 E-mail : info@aiu.edu.sy www.aiu.edu.sy



Date: 03/02/2019  
Ref: RG/ 891 /O

**Credit Hour Completion Notice**

This is to certify that Mr. Homam Nabeih Algibay has successfully completed all the credit hours required for the program of bachelor in Civil Engineering based on the results of the First Semester exams of the academic year 2018-2019.

However, we are in the process of issuing his graduation certificate.

He was given this document upon his request.

Prepared by: Alamera Boushra Hamod

Registrar: Mhd Abdul-Kareem Jamous

President

Prof. Dr. Tamer Alhaja



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Date: 2019/02/03  
Ref: RG/ 897 /U/A

**University Accreditation**

The Arab International Private University (AIU) was established under the presidential decree No.193 issued on 07/05/2005 based on the provisions of the Legislative Decree No. /39/ 2001 that is concerned with organizing private educational institutions for post-secondary education. AIU has adopted the credit hours system where legislations, curricula, and graduation certificates are accredited by the Syrian Ministry of Higher Education. Arab International University graduates have the same rights as other Syrian public universities graduates.

The university has many scientific and cultural cooperation agreements with other universities. AIU is an active member in many Arab and International Organizations such as (Association of Arab Universities, Arab Organization for Quality Assurance in Education, Organization of the Islamic Conference) and it is partner in a number of funding projects for academic activities, and it is recognized as an institution of higher education by the Standing Conference of the Ministers of Education and Cultural Affairs of the Länder in the Federal Republic of Germany (KMK).

This document was issued upon the request of the registered student Mr. Homam Nabeih Algibay from the Faculty of Civil Engineering.

University President

Prof. Dr. Tamer Alhaja



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التاريخ: 2019/02/27

لرقم التسلسل: 288/هد

**إشعار تخرج**

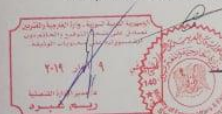
إن الطالب همام الجباعي بن نبيه من مواليد دمشق 1994/08/22 المسجل لدينا في كلية الهندسة المدنية اختصاص الهندسة الإنشائية قد تقدم لامتحانات الفصل الأول من العام الدراسي 2018-2019 وأنهى جميع مقرراته بنجاح بتقدير جيد وبمعدل تراكمي قدره (2.25 من 4) مكافئ لمعدل ملوي قدره (65%) وتخرج بموجب قرار مجلس الجامعة رقم (8/1)، الصادر بتاريخ 2019/02/24 ويتم حالياً العمل على إصدار وثائق تخرجه.

وفاء على طلبه أعطي هذا الإشعار.



مدير القبول والتسجيل والامتحانات: محمد عبد الكريم جاموس

منظم الوثائق: ليلى حسنا



رئيس الجامعة  
أ.د. تامر الحجة

رئيس الكلية  
أ.د. تسامير الحجة



عميد الكلية  
د. وليد العوض

05 MAR 2019

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