Mohammed Dawood Jassem

+973 33040699
moh.dawood870@gmail.com

To Human Resource,

Dear Sir or Madam,

It is with great interest forwarding my CV for you as I am interested to work with your company. I graduated with a Diploma in Information Technology (Networks and System Support). I also have excellent IT Skills, network management, Photography, Office Managment and Windows server Skills.

I am highly motivated person and having the ability to learn and adopt new things based on the job requirements. Having said this, please find my CV attached for consideration for any suitable positions that may arise. Please note that I am available for interview at any convenient time.

I look forward to hear from you.

Mohammed Dawood

SKILLS

| Creativity | Computer Skills | Adobe Lightroom | Adobe Photoshop |

Personal Details

- Mohammed Dawood Jassem
- moh.dawood870@gmail.com
- House: 2469, Road: 3779, Block: 1037 Sadad Village
- Bahraini
- +973 33040699

Objective

I am developing my skills in various fields including IT, networking, technical support, office management and data writing.

I have an interest in learning new things that will help me develop my personal skills such as learning on the Internet of things (IOT), tomorrow the world will depend on it heavily, in addition to my skills in photography and use of photoshop, and also I have a skill with experience in office management.

Skills

specialist
- Networking
- PC Hardware and Software Fixing
- Solve Technical Problem fast
- System Troubleshooting and Repair

Knowledge
- Windows Server Skills
- photographer
- Smartphone Repairing

Computer
- Adobe Photoshop
- Database Design
- Adobe Lightroom
- MS Office Skills

Ohers Skills
- Adaptability
- Self-motivation
- Social Media Applications Skills
- Communication skills
- Creative thinking skills

Activates

- Photography
- Movies
- Music
- Gym
- Football

Languages

	Reading and Writing	Speaking
Arabic	Fluent	Fluent
English	Excellent	Excellent

💼 Work Experience

JANUARY 2019 – JUNE 2019

| **Network technician**

Experts House Trading

I worked in the Experts House Trading for 6 months Under Training as a network technician. among my tasks are:

- Installation and programming of networking devices such as routers and switches.
- connect network cables and transfer network points from one place to another.

NOVEMBER 2014 – SEPTEMBER 2015

| Data Entry

Sitra Power and Water Station

Under a contract between "Orlando Contracting Company" and "Sitra power and water Station", I was employed at the station in "planning department". Among my tasks:

- Prepare daily reports regarding to the invoices and tenders related to the station and then send them to the administration Department via email.
- Prepare a database related to invoices and purchases.
- Entering invoices and tenders in the SAP system.

DECEMBER 2010 – MAY 2013

| Computer Technician

Ali Radhi Technology Store

- Repair all types of computers and smart phones.
- Diagnosing the condition of devices and fixing faults.
- Repair and installation of hardware and software.

🎓 Educations

BTEC Extended Diploma

Bahrain Training Institute (BTI)

SEPTEMBER 2015 – MAY 2018

Diploma in Information Technology (Networking & Systems Support)

High School Certificate

Al-Jabriya Industrial School

SEPTEMBER 2003 – JUNE 2006
High School in Machine Operation

🎖 Certificates and Awards

Internet and Computing Core Certification (IC3)

Genetech Training and Development

JULY 2019 – AUGUST 2019

BTI Trainees' Project and Competition (Ebtekar 4)

Bahrain Training Institute (BTI)

MAY 2018 – MAY 2018 (TWO DAYS 30 – 31)

Cisco Routing and Switching Essentials (CCNA)

Bahrain Training Institute (BTI)

FEBRUARY 2017 – FEBRUARY 2018

IT Systems Troubleshooting and Repair

Bahrain Training Institute (BTI)

FEBRUARY 2016 – MAY 2016