

## HAYYAN MOHAMMED AL-MANDHARI

Sultanate of Oman – Al-Dhahirah, IBRI  
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**Manpower ID No. 734843**

### Objective:

An Information Technology officer with strength in networking who seeks a challenging career in your institution, where I can apply my knowledge and experience for the development of the organization development.

### Education:

- **2006-2011:** Bachelor Degree in Information Technology – **Major:** Computer Networks – **Minor:** Design Studies - College of Applied Sciences – Ibri.
- **2005/2006:** Third Secondary School, Saif bin Sultan for General Education – Ibri - Sultanate of Oman.

### Work experience:

- **From 14<sup>th</sup> Nov 2012 to date:** Working in Muscat Finance Company as a function of IT Supervisor.
  - 1) IT help desk and support.
  - 2) Controlling network issues for all users (Head Office & Branches).
  - 3) Maintaining hardware and software.
  - 4) Responsible for uploading CBO's data and handling BCSB issues.
  - 5) Running daily CBO's reports for customers.
  - 6) Creation & configuring new users.
  - 7) Managing and controlling mobile app and company website.
  - 8) Monitoring security issues (Business Continuity Plan & Disaster Recovery).
  - 9) Physical check for inventory. (For audit purposes)
  - 10) Dealing with vendors and suppliers.
  - 11) Handling SMS system.
- **From 6<sup>th</sup> Oct – 5<sup>th</sup> Nov 2012:** Work placement in Mohammed Barwani Holding Company & Mohammed Barwani for Petroleum Services (MBPS Company) as a function of an IT Technician.
  - 1) Formatting PC's.
  - 2) Making new network cables.
  - 3) Monitoring daily reports for users, hardware & software.
  - 4) Making network connections in new locations.
- Working in a workshop for maintaining, repairing and configuring computers (formatting computers, installing programs, installing printers and scanners, installing windows, solving laptops' problems, setting up machines).

- **From 30<sup>th</sup> April – 4<sup>th</sup> May 2012:** Participate in information and communication technology exhibition (COMEX) as a function of IT support.
- **From 5<sup>th</sup> Jun – 10<sup>th</sup> Aug 2010:** Work placement in Oman Telecommunication Company (Omantel) – Information Technology and Service Delivery Department – Al-Khwair Tower, includes:
  - 1) Introduction to the Access Networks.
  - 2) Basic concepts about V5.1 & V5.2.
  - 3) Basic concepts regarding ADSL and basic technology.
  - 4) ADSL modulation and error correction.
  - 5) ATM technology.
  - 6) DSLAM and MSAN connectivity.
  - 7) VPI/VCI and VLAN technology.
- **From 16<sup>th</sup> – 27<sup>th</sup> Jan 2010:** Training in the Directorate General of Health Services on Computer Networks – Ibri.

### Achievements:

- Best Employee of the third quarter - 2013 in Muscat Finance Company.

### Skills:

- **Computer:** Proficient at MS office and internet
- **Language:** Fluent in Arabic and English (spoken and written)
- **Personal:** - Teamwork skills.
  - Communication skills.
  - Excellent attendance record.
  - Professional conduct and team work.
  - Highly motivated and capable of working under pressure.
  - Have the ability to learn fast.

### Other Activities:

- Active member in Information Technology Society in the college.
- Head of Fine Arts Society in Ibri College of Applied Sciences.
- Contribution in helping other societies in the college.

### Interests:

- Internet
- Writing
- Calligraphy
- Reading

### References:

- 1- **Name: Mr. Khalfan Rashid Al-Rawahi**  
**Job:** Project manager, Service Delivery Unit, (Omantel) Al-Mawaleh Building.  
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- 2- **Name: Mr. Baqir Al Haj Mohsin**  
**Job:** Assistance General Manager – Collection Dpt.-Muscat Finance.  
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