

CURRICULUM VITAE

Mr. Sulaiyam Nasser Salim Al Ghaithi

Address: P.O. Box 1185 PC 132 Al Kould

Mobile:96983505 Email: sleyimbob@gmail.com

Nationality: Omani

PERSONAL PROFILE

Seeking challenging and rewarding assignments on the job within an organization of high reputation where I can get the opportunity to learn, grow, and expand my thinking Likewise I am looking for a platform where I can positively contribute towards taking the company to the next level with my diligence, integrity, and expertise. I am keen to expand my knowledge, creativity and experience, to enhance the company profits and adding value to its operations.

ACADEMIC QUALIFICATIONS

- ✓ 2017 IELTS academic score (6.0)
- ✓ 2016 Swinburne University of Technology Diploma of Business (Management)
- ✓ 2013 Swinburne University of Technology (Certificate of completion UIIE,)
- ✓ 2010 Mossa Bin Nazir School (Diploma Of higher Education)

PROFESSIONAL TRAINING AND QUALIFICATIONS

- ✓ 2016 Lead Auditor OHSAS 18001:2007 IRCA
- ✓ 2016 IOSH Managing safety

LITERACY SKILLS

Competent use of English, Arabic and Swahili (Speaking, Listening, Writing and Reading)

COMPUTER SKILLS

Excellent in Microsoft Office Applications – (Word, Excel, PowerPoint etc)

PERSONAL HOBBIES

Reading daily news, gym and monopoly

STRENGTHS

- ✓ Able to manage conflicts in the group
- ✓ Able to work closely with internal and external team as well as client's to ensure projects are positively affected,
- ✓ Ability to work effectively as an individual and as a part of a team (team membership and leadership skills)
- ✓ Able to follow instruction closely with minimal supervision

EMPLOYMENT HISTORY

1) July 2016- Travel Agency Avis Rent a Car Travel and Tour, Oman

Responsibilities Included:

- ✓ Monitoring assigned drivers,
- ✓ Planning and controlling designated cars
- ✓ Works as sales agent and customer service
- ✓ Record stock daily

2) 2013- Founder of Yellow Plate Café, Responsibilities Included:

2013- July 2016

- ✓ Responsible in setting up the company in terms of organization structure
- ✓ Handle the company transaction records
- ✓ Responsible for the promotional activities for the company to ensure consistent customer patronage.

EXTRA – CURRICULAR INVOLVEMENT:

2014, Member of Swinburne Charity Club, Swinburne University of Technology co-organizer

- ✓ Organized classes to underprivileged children
- ✓ Help to contribute food to underprivileged family in rural areas

2013-2014, Swinburne University of Technology JCI, Member of junior Chamber international

- ✓ Development opportunities that empowers young people & Create positive change

REFERENCES

1, Ms. Cynthia Aling
Lecturer, Faculty of Business and Design,
Swinburne University of Technology Sarawak Campus,
Jalan Simpang Tiga, 93350 Kuching, Sarawak,
Email: caling@swinburne.edu.my Telephone: 082-260981

2, Dr. VoonMung Ling
Lecturer, Faculty of Business and Design
Swinburne University of Technology Sarawak Campus,
Jalan Simpang Tiga, 93350 Kuching, Sarawak. Email: mvoon@swinburne.edu.my Telephone:
082-260707

3, Sarath Nair

Operation Manager

JD Institute of health and safety (MIDDLE EAST)
ALKhuwair –Muscat, Sultanat of Oman
Email: sa@jdhse.com Telephone: 92281751, 24391611

Personal Data:

Date of Birth: 7th March, 1992 .

Marital Status: Single

Gender: Male

REFERENCES

(Will be provided on request)
