



Omer M. Sulaiman

Civil Engineer – Teaching Assistant

Iraq, Duhok, Malta

+964(0) 750 589 0807

Omar.sulaiman@uod.ac - Omar@hyksosgroup.com

PERSONAL INFORMATION'S

Full name: Omer Muhammed Sulaiman
Birthday: 3 January 1994
Sex: Male
Social state: Single
Driving license: Available
Nationality: Iraqi- Kurdish

OBJECTIVE

I am seeking a challenging career with a progressive organization that provides an opportunity to capitalize on my technical skills and abilities in Engineering and Project Management and highly organized with a creative flair for project work.

EDUCATION

1. University degree BSc. graduated at “*Erbil polytechnic university /engineer college department of civil engineering*” Iraq-Erbil (2012-2016) Bachelor of Civil Engineer with (very good) Degree awarded first degree between colleagues in the first attempt at the Civil Engineering Department and the felicitous student’ records of the college for the academic year 2015-2016.
2. Preparatory school Scientific department “*Fakhir Mergasori international school*” Iraq-Erbil (2009-2012).
3. Diplomatic member of “*human rights ambassador Duhok* “(01.01.2018 up to a day)

TRAININGS AND EXPERIENCE

- November2019-Present working (Duhok University- Engineering College) as Teaching Assistant in Civil Engineering Department.
- January2020-Present working (Hyksos Group- Hyksos Engineer) as Partner and General Manager of Duhok Branch.
- July 2016- October working (VFS gateway management logistic visa application center government partner associating with Turkish consulate Erbil) as operation supervisor and general Trainor which establishing SOP and managing front-office and back-office employees as a part of QA that their number more than 50 employees with high consideration working as the diplomatic environment.
- Two months of summer training at Park View Project (Modern residential area) in Erbil-Kurdistan.
- Three months of summer training at ZER Company Project (Modern Factory) in Erbil-Kurdistan.
- One-month summer training at GULAN PARK (Erbil World Trade Center) in Erbil-Kurdistan.
- Experience in the academic management field and office for more than three years.
- Three years Member in FAKHIR MERGASORI International School’s Library.

PERSONAL SKILLS

- Multiple Short-term Missions Experience.
- Interpersonal Skills.
- Capacity for interaction and vast learning.
- Capacity to work overseas.
- Capacity to work with the group.
- Ability to work out of fixed hours of the Job.
- Researcher.
- Ability to travel.
- Management skills.
- Training skills.
- Ability to follow up on government sectors.
- Highly interested in business administration and leadership.
- Ability to manage a team.
- Finance reporting
- Information management.
- Human resource background.

SPEAKING AND WRITING LANGUAGES

1. Kurdish (Native speaker).
2. Arabic (Excellent).
3. English (Excellent).
4. Turkish (Entry level).

COMPUTER SKILLS

- AutoCAD
- STAAD.Pro.
- Staad. foundation
- Multiple Office Management skills include Microsoft office all products.
- Operating systems UNIX, Win7, Win 10.
- CRM application user.
- Wireless Computer Networks and Communication.
- Professional user of social networks.
- ICDL professional, Microsoft office.
- Microsoft Office Document Imaging and Scanning
- Photo editing software (Photoshop)
- Photo Stage Slideshow Producer–
Intermediate