



Curriculum Vitae

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Baghdad/ Iraq



1992 - married



Mohammad Ghassan Abdu – Ameer

EDUCATION

- Degree: B.A. In **Computer Science** of Dijlah University college (Baghdad, Iraq)
- Graduation date: **June 2014**.

Professional Experience

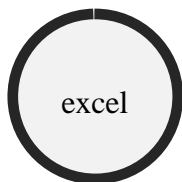
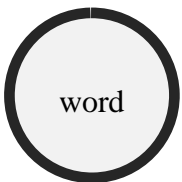
- From 28/03/2022 until 11/9/2023 I worked in the **Al-Hayat Scientific Office** as a (Controller)
- From **12/12/2018** until **28/03/2022** I worked in the **ALmarefa** Center for Studies and Research as a databases.
- From **28/03/2018** until **28/05/2018** Databases as a two-month interim contract in the **Independent High Electoral Commission**.
- From **18/10/2015** until **22/6/2017**, I worked in the **Ministry of Water Resources Iraq General Company**. as an administrative & records incoming and outgoing data.
 - ❖ I Am a responsible on Scheduling staff salary, Contracts and wage Organizing schedules of daily attendance of staff.
- From **13/2/2015** until **27/9/2015**, I worked in the **Golden Eye Electronics** as an Databases and sales.
- From **2/8/2014** until **8/2/2015** I worked in the **Attar Cosmetics** as an Equipped / sales.

LANGUAGES

- **Arabica** (Mother lagunage) (Excellent).
- **English** (Read, intermediate, & Write, good, speak, good).

COMPUTER SKILLS

- **MS-Office : -**



- **Adobe Photoshop.**



- **Computer maintenance.**



- **Internet applications.**



Qualifications & skills

- *Hardware and software troubleshooting (Microsoft Windows XP-VISTA-7)*
- Performing backups.
- Applying operating system updates and configuration changes.
- Installing and configuring new hardware and software.
- Adding, removing, or updating user account information.
- Answering technical queries.
- Responsibility for security.
- Responsibility for documenting the configuration of the system.
- *Troubleshooting any reported problems.*
- System performance tuning.
- Ability to meet strict deadlines.
- Able to work under pressure and follow instructions.
- Good experience of planning.
- Well organized and open minded.
- *Self-motivated and goal-oriented.*
- Proficiency various paperwork and reporting.
- Strong analytical skills.
- Highly organized and attentive to details.
- High communication skills.

kind regards