## PERSONAL INFORMATION    Rima Hussein

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Sex female        | Date of birth 12/4/1992        | Nationality  Syrian

## WORK EXPERIENCE

**(16/5/2016 – 18-7-2018)**

**Executive engineer**

**[Ministry of Defense -  Military house institution –Industrial branch 122 ] [Homs]**

- Supervision and follow-up thermal insulation works and various mechanical and steel works.
- Supervision on the executing on cathodic protection  works of oil tanks at Homs refinery.
- Executing financial accounting of the projects.
- Supporting the team members with methodology and risk analysis .
- Supporting timely delivery of maintenance projects ,ensuring outstanding quality and standards.

- Offering  collaborative approaches and solutions to build relationships of trust and candour amongst internal teams and external suppliers .

**Technical support engineer**

**[Commercial bank of Syria – IT department ][Homs]**

**(19/7/2018- current)**

- Identifying hardware and software solutions.
-  Troubleshooting technical issues.
- Diagnosing and repairing faults.
-  Resolving network issues .
-  Installing and configuring hardware and software .
-  Conducting electrical safety checks on equipment.

- Replacing or repairing the necessary parts .
- Supporting the roll-out of new applications.
-  Providing support and assistance to the company's employees and clients.
-  Maintaining of company computers and equipment periodically**.**

## EDUCATION

**(2009-2014)**  Bachelor  of Electrical Engineering : Auto Control and Computers .
Albaath - University
Homs –Syria

## PERSONAL SKILLS

| Mother tongue(s) | Arabic | | | | |
|---|---|---|---|---|---|

| Other language(s) | UNDERSTANDING | | SPEAKING | | WRITING |
|---|---|---|---|---|---|
| | Listening | Reading | Spoken interaction | Spoken production | |
| English | B2 | B2 | B2 | B2 | B2 |
| | . | | | | |
| French | A1 | A1 | A1 | A1 | A1 |
| | | | | | |

**Communication skills**
- good communication
- student support
- Good written and verbal communication gained through my work at the technical support office

**Organisational / managerial skills**
- leadership (in 2016 I was a responsible for a team of 16 people)
- time management

**Job-related skills**
- team work
- attention to details

| Digital skills | SELF-ASSESSMENT | | | | |
|---|---|---|---|---|---|
| | Information processing | Communication | Content creation | Safety | Problem solving |
| | INDEPENDENT USER | PROFICIENT USER | INDEPENDENT USER | INDEPENDENT USER | INDEPENDENT USER |
| | | | | | |

- Microsoft office   good
- HTML ,CSS   good
- PHOTOSHOP   intermediate
- Windows   Proficient user
- C++   intermediate
- MATLAB   Basic user
- PYTHON   beginner

**Other skills**
- Painting   Proficient
- Reading  (read more than 15 novels in one year )

ADDITIONAL INFORMATION

**Courses**
**Certifications**

- **Computer programming for everyone**
  - University of Leeds  and institute of  coding
  - Online course
  - Average test score 93%

- **Create a professional online presence**
  - University of Leeds  and institute of  coding
  - Online course
  - Average test score 100%

- **Learn to code for the web**
  - University of Leeds  and institute of  coding
  - Online course
  - Average test score 80%

- **Digital skills : Artificial intelligence**
  - Accenture
  - Online course
  - Average test score 70%

- **Creating a great user experience for mobile app**
  - University of Leeds  and institute of  coding
  - Online course
  - Average test score 100%

- **Essential Skills for Your Career Development**
  - University of Leeds  and institute of  coding
  - Online course
  - Average test score 77%

- **Wellbeing and Resilience at Work**
  - University of Leeds and Institute of Coding
  - Online course
  - Average test score 93%

- **Create a Social Media Marketing Campaign**
  - University of Leeds and Institute of Coding
  - Online course
  - Average test score 86%