

## C.V.



**Name** : **Asawer Abdalla Mohammed Mansour**  
**Place** : Khartoum Alemtedad .  
**Visa Status** : Visit visa expires by 03/05/2021  
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**Nationality** : Sudanese

Detail-oriented professional with more than 10 years of insightful experience in Personnel Administration, Corporate Communications, Human Resource, Internal/ External Process. Possess high levels of accuracy and attention to detail, good organizational abilities, and performing well in a fast paced and demanding environment.

**Key Profile:** Chiefly responsible for Administration Management, Human Resource and Team Management.

### **Education:**

- Computer Engineering (Diploma 3 years) Graduated from Gadaref University 2006.
- Management Administration Sudan Science and technology 2014.

### **Experience:**

- Kitchen Coordinator at Al Salam Rotana.
- Secretary at Sidrah General Trading, Dubai, (2012 – 2013)
- Food and beverage Coordinator, and sales Manager at Ebony Restaurant, Dubai, (2013-2015)
- Food and Beverage officer as Coordinator (Al Salam Rotana Hotel) 2017.
- Executive Officer (Al Salam Rotana Hotel) 2019.

**Skills and Core Qualifications:**

- Ability to quickly assess and prioritize projects and office tasks
- Familiar with all MS Office Suite applications
- Highly organized and assertive with ability to meet tight deadlines
- Good team player and motivator
- Result oriented with leadership qualities
- Solid communications and presentation skills
- good interpersonal skill & cultural awareness
- Excellent reporting skills in both Arabic and English language

**Reference in UAE:**

Mohammed Tahir of Alwifaq Translation Service, Dubai, 0547375181.