



CURRICULUM VIATE

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Objectives:

As a self-motivated and achievement person. I am looking for a challenging job opportunity with a leading organization where I can apply my working experiences with my educational background I am having in a stimulating environment.

Personal Profile:

- Ability to handle different tasks within the setup targets of the organization.
- Gained valuable experiences in different work environments.
- Highly adaptable and effective quick learner.
- Possess strong interpersonal and excellent communication skills.
- Ability to work under pressure at different environments without supervision.

Academic Qualification

- ◆ Bachelor Degree of Arts (Economics & Political Sciences)
Bombay University, October 1994.

Computer Literacy

- ◆ ICDL May 2006
- ◆ Certificate in Executive Development Program, BITS Institute Bombay, India February 1995.
- ◆ Diploma in MS- Office, Windows 95, Excel, Word, PowerPoint, Access DATAPRO Institutes, Bombay, India April 1995.

Training Programms

- ◆ Requirements and Implementation of ISO/IEC 17020:2012 Course
- ◆ Advanced food hygiene 04/10/2009 to 08/10/2009
- ◆ Integrated Management System February 2010
- ◆ Fire fighting system Jan. 2011
- ◆ Skills of dealing with vehicles on roads Feb. 2011
- ◆ Compass Thinking Nov. 2011
- ◆ Control system based on the degree of hazard of health in local market. Jan. 2013

Working Experience

* **Company** : Abu Dhabi Food Control Authority, Al-Ain

Profession : Food Inspector .

Duration : from 01/01/2009 up to now.

Duties : **Functional and Technical :**

- To participate in carrying out the processes related to the inspection of food safety and hygiene of food facilities
- Assist in and support the implementation of food laws and food control policies at food facilities by carry daily inspection tasks.
- Fully aware with the inspection techniques, methods, equipments and applicable processes and procedures which might include but not limited to;
 - a . Examination of food labels to ensure compliance with the mandatory labeling provisions applicable to UAE/GCC standard;

- b. Organoleptic examination of perishable food in order to ensure their safety and compliance and that they have not been misrepresented;
- c. Examination of markings on bulk food displays as may be required by ADFCA regulations;
- d. Detection and correction of deceptive food packaging, labeling and display practices, as well as deceptive or misleading information.
- e. Collect food samples for analysis to ensure compliance with The GCC and international standards;
- f. Investigating and resolving consumer complaints related to food and taking appropriate action to correct casual circumstances and prevent problem recurrence.

Competencies

- Ability to make professional judgments as to conformity with general requirements in food
- Knowledge of the technology used for the retail food products and understands the significance of deviations found in food.
- Satisfactory knowledge of the inspection process, applicable procedures together with the administrative aspects of the assigned position
- Adequate knowledge of statistical techniques to ensure statistically sound sampling procedure and interpretation of results
- Maintain sufficient knowledge on using and interpretation of results for different equipments and tools utilized during the inspection process
- **Miscellaneous**
- Attend assigned meetings, committee meetings and conferences, as required.
- Keep abreast of professional developments, new techniques and current issues, through continued education and professional growth.
- Maintain good relationship with stakeholders.

Perform any other related activity.

- * **Company** : Abu Dhabi Food Control Authority, Al-Ain
- Profession** : Administration Assistant from 10/2005 to 12/2008

- Duties** : Typing of all outgoing letters, all type of correspondence, notes, certificates, Filling and files updating. Checking food's stuff veichles.
- * **Company** : **Food & Environmental Control Centre, Al-Ain Municipality, Al-Ain.**
- Profession** : Clerk/ Typist
- Duties** : Typing of all outgoing letters, all type of correspondence, notes, certificates, temporary secretary for the director. Filling and files updating, translating . Clerk in the personnel dept.
- Duration** : from 30th/05/2000 to 30/09/2005.
- * **Company** : **Air Force & Air Defense Institute, Abu Dhabi**
- Provision** : Data Entry Operator.
- Duties** : Typing of outgoing letters, all types of Correspondence, typing of syllabus of the training courses organized by AFADI, books, notes and other secretarial duties.
- Duration** : From January 1997 to January 1999.

Language Known

- ⇒ Mother Tongue is Arabic
- ⇒ English (excellent)
- ⇒ Hindi (conversation)

Personal DATA:

- Nationality** : SUDANESE
- Date & Place Of Birth** : 20/03/1971 ELFASHER - SUDAN
- Martial Status** : Married
- Type of Visa** : Employment
- UAE D/L** : UAE D / L
- Reference** : Available upon request