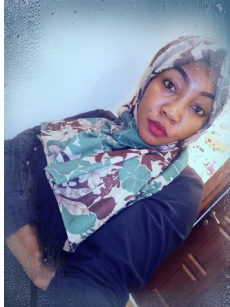


Nosaipa Mohamed Ahmed Abdulla

Objective:

Administrative position utilizing my skills in business management.

Professional Profile:



Skilled Administrative position with more than 10 years' experience coordinating, planning, and supporting daily operational and administrative functions.

Contact

Tell : 0569496072

Whatsapp : (+971) 0527290205

Email nosaipa.m.cv@gmail.com

Address: Ajman Al Bustan K.M
Trading Co Building

Personal Information

Single - Muslim -Female

Date of Birth : 4/10/1984

Sudanese ID : 115-2044514

Passport No : P07070439

Date of Expiry : 11/09/2025

Language

Arabic : mother language

English : v.good

Skills and Abilities

Computer skills.

Leadership experience.

Communication skills.

Organization and multitasking.

Problem-solving abilities.

Fast Learning ability.

Training & Courses

ICDL.

Odoo- Functional.

Professional Diploma in Supply
Chain.

Supply Chain Management.

Warehouse Management.

Procurement & Contract
management.

Supplier Relationship

Experience

Sudan

Gold Sweet For Trade & Investment Co :

- Assistant Manager from 1/9/2007 -1/10/2009.
- Human Resource Manager from 1/11/2009 -15/3/2017.
- Administrative Manager from 25/3/2017-15/3/2021.

UAE :

-
- Coordinator in TQ-ELETS -Ajman 1/9/2021-30/10/2021.
- Debt Collector in Tahseel- Sharja 1/11/2021-30/12/2021.
- School Bus Conductor in Dubai Taxi Corporation DTC
(Mohamed Ben Rashed School) 1/1/2022.

Education

Bachelors of business administration.

PG Diploma of Business Administration.

Master of Business Administration (MBA).

PG Diploma of English proficiency and communication.

Graduate Certificate in Feminist Studies

Nosaipa Mohamed Ahmed Abdulla

management.

Professional Diploma in Human
Resources.

PMP.

Operation Management –OM.

Professional skills.

[IOSH.](#)

[Nursing.](#)