



Personal data

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Date of Birth : 10/12/1990
Marital status : Married

PERSONAL PROFILE

To secure a challenging position in a reputable organization to expand my learnings, knowledge, and skills. secure a responsible career opportunity to fully utilize my training and skills, while making a significant contribution to the success of the company .

Education

Bachelor of Management Information Systems . (2012)

Work History

Facilities maintenance supervisor (Mega Top company – IBS company) (2016 – 2019) (2019-2023)

Duties:

- ✦ Exceptional Communication and interpersonal skills to interact with clients
- ✦ Regular monitoring of all building facilities and assets, including, but not limited to, surveillance cameras, access control systems, air conditioning and ventilation, electrical, mechanical, and plumbing.
- ✦ Coordinating with the contractors present during the construction of projects to ensure that they finish them on the specified dates and follow the agreed-upon standards.
- ✦ Monitoring the services team, ensuring the cleanliness of the facilities, and working to maintain them to make them look their best for visitors.
- ✦ Coordinate facility repair services, including ventilation, air conditioning, plumbing, electrical, carpentry, painting, and landscaping
- ✦ Manage the purchase of spare parts and materials as needed
- ✦ Support the Facilities and Operations Manager in supervising improvements and renovations projects
- ✦ Serve as on-site administrator during the absence of the Facilities and Operations Manager
- ✦ Assist in supervising the delivery of all annual maintenance contracts
- ✦ Contributing to the development of operational policies and procedures when required
- ✦ Assist in managing the administrative tasks of the Operations and Facilities Department including contacting suppliers to obtain orders, amendment to legal agreements and other relevant documents
- ✦ Assist in tracking and managing Jameel Neighborhood inventory

Network installation technician(France Tech Company)(2013-2015)

Duties:

- ✦ Assist in installing, configuring, and maintaining network devices such as routers, switches, and access points.
- ✦ Routine network monitoring and resolving network problems.
- ✦ Ensure network security by implementing and maintaining firewalls and security protocols.
- ✦ Plug and Wire Install and manage data wiring and voice to ensure effective communication within the organization.
- ✦ Solve wiring and connection problems.
- ✦ Support for end user

PROFESSIONAL SKILLS


- Excellent interpersonal and communication skills,
- Highly organized and attentive to detail.
- The ability to manage crowds and remain calm in stressful situations,
- The ability to stand for extended periods.
- Willingness to work on weekends and public holidays.

LANGUAGE

English. Arabic

DECLARATION

I hereby declare that the above-mentioned details are correct and true to the best of my knowledge and belief

A handwritten signature in black ink, appearing to read 'Mohamed Rafat Yousef', is positioned above a solid black horizontal line. The signature is fluid and cursive.

Mohamed Rafat Yousef