NADIR ABDULGADIR SALIH ABDULAZIZ

Date of birth: 5-June-1994. **Nationality**: Sudanese.

Address: United Arab Emirates

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Email Address: nadirabdo1234@gmail.com

Driver's license: yes, from Sudan

Residence Status: Resident

CAREER OBJECTIVE

With a diverse background spanning public relations, management, and finance, I bring a unique perspective to health and safety. As a former Public Relations Officer, I honed my communication skills while organizing conferences and building stakeholder relationships. Later, as an Owner and General Manager, I led high-performing teams and secured funding. My financial expertise as a Financial Accountant complements my commitment to safety and well-being.

WORK HISTORY

08-2017 - 11-2019

Public Relations Officer

Kashta trading - Khartoum, Sudan

- Receiving delegations, booking hotels, and preparing the program accompanying the work.
 - Building a network of relationships with the company's stakeholders, whether companies or individuals.
- Organizing conferences, booking halls, and choosing important people to invite.

02-2020 - 07-2021

Owner and General Manager

Farah Company for electronic reservations - Built and led a high-performing team.

- Set clear and specific goals for the company.
- Secured funding opportunities for the company s operations.

08-2021 - 01-2024

Financial Accountant

Prochem for import and export

- Managed treasury and bank accounts.
- Oversaw staff receivables and payroll.
- Monitored store inventory.
- Handled sales invoices and customer debts.

EDUCATION

2014 - 2017

Sudan University of Science and Technology

Diploma in Communication Science (Public Relations)

2023 online

Xford home study Centre

Diploma in Hotel management (management)

TRAINING COURSES

- First Aid Training Al-Wesam Training Center Sudan, 2015
- Home Nursing Training Al-Wesam Training Center Sudan, 2016
- NGOs Project and Resources Development Training Miar Organization for Rural Development – Sudan, 2017
- Training of Trainers Durban Center for Languages Training and Human Development –
 Sudan, 2018
- Principles of Human Resource Management Training HR TOP Center Sudan, 2019
- Guerrilla Marketing Better Life Center Sudan, 2020
- Training Consultants Kotler Center for Training Sudan, 2021
- Preventing Sexual Exploitation and Abuse Agora UNICEF Online, 2022
- Communication Processes at Work HP Life Online, 2022
- Customer Relations HP Life Online, 2022
- Information Technology for Business Success HP Life Online, 2022
- Effective Leadership HP Life Online, 2022
- Accounting and Financial Management Edraak Online, 2022
- The Fundamentals of Digital Marketing Google Digital Garage Online, 2022
- BSAFE United Nations Department of Safety and Security Online, 2022
- Procurement Management and Logistics Operation GIST Training Center Sudan, 2023
- Customer services xford home study center online 2023
- HR management (short course) xford home study center online 2023
- Occupational safety & health Administration according OSHA standard best practice online 2024
- Selling smarter EDRAAK online 2024 Customer service EDRAAK online 2024

SKILLS

- Accurate, efficient, and detail-oriented.
- Quick learner.
- Excellent ability to work in a diverse environment.
- Strong independent work and teamwork skills.
- Values harmony, integrity, and purposeful work.
- Excellent communication skills.
- Proven ability to multitask, work under pressure, and meet deadlines.
- Proficient in English and Arabic typing.
- Highly organized with a creative flair for project work.
- Strong problem-solving ability.
- Ability to deal with people diplomatically.
- Enjoys challenges and learning new skills

REFERENCES

- Mr. Rami Mohamed Mahmoud General Manager of Kashta trading Phone: +249912266422
- Mazin AL-Mubarak Marketing Manager, Farah Company in Sudan Phone: +971551737435

-	Ahmed EL-sheikch - General Manager of Prochem for Import and Export – Phone: +249912207803
	Available upon request