

# Curriculum Vitae

## AbdulAmeer Hussain Ali Al Oraibi

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### **OBJECTIVE**

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, experience, dynamic personality and management skills, while making a significant contribution to the success of the company.

### **QUALIFICATIONS**

- 2008 - 2009    B.Sc in Business Management – Kingdom University
- 2006 - 2008    Associated Diploma in Business Management – Kingdom University
- 2006            HR Diploma from Bahrain Training Institute (BTI)
- 2005            ICDL – Bridge Training Solution
- 1996            High Secondary School – Isa Town Secondary School

### **Short Courses & Workshops**

- 2007    Principle of Health & Safety Management
- 2007    Leadership & Behavior in Organizations – Horizon HRD 23-24 Jun
- 2006    Mechanisms for Collective Bargaining & Social Dialogue – MOL 26-27 Dec
- 2007    Modular In – Company Training Program (MITI) – BTI
- 2007    Improved Wages Through Training Division – BTI
- 2004    English courses - British Council

## **WORK EXPERIENCE**

**01 Apr 2012 – 07 July 2020**

**Bahrain Rubber Co. W.L.L.**



**Position: Human Resources & Administration Manager”**

**Primary Purpose & General Functions:** Plan, direct and coordinate human resource management activities and administrative procedures, regulations and devising ways to streamline processes. Recruiting and training personnel and allocate responsibilities and office space. Assessing staff performance and provide coaching and guidance to ensure maximum efficiency ensure HR department supports employees while conforming to labor law.

**Sep 1996 – Mar 2012**

**Haji Hassan Group B.S.C.(c)**



**Position: Group Personnel Manager May 2006 – Mar 2012**

**Primary Purpose & General Functions:** Plan, direct, and coordinate Personnel & human resource management activities of an organization to maximize the strategic use of human resources and maintain functions such as employee compensation, recruitment, discipline, personnel policies, and regulatory compliance.

- **Jan 2004 – Apr 2006 as “Personnel Superintendent”**
- **Feb2002 – Dec 2003 as “Personnel Officer”**
- **Sep 1996 – Jan 2002 as “Senior Clerk” – Crusher Plant**

## **LANGUAGES**

Arabic - English – Hindi (Speaking only)

## **PERSONAL DETAILS**

Date of birth : 30/06/1977

Nationality : Bahraini

CPR Number : 770603173

Marital status : Married

## **REFERENCES**

References are available on request

**July, 2020**