



RESUME

Name: **Mohammad Abdul Halim**

Date of Birth: 15 March 1964

Nationality: Bangladeshi

Marital Status: Married

Contact information Email: mhalim2015@gmail.com
Phone: 008801825630180

Education: Higher Secondary School (Intermediate of Science Group)

Computer Skills: Windows XP Professional, MS-Excel 2010, MS Word 2010, PowerPoint 2007, Publisher 2007, MS Access 2007.
Worked in different database applications created in COBOL, Maximo Version 4.0/6.0/7.0 and Paradox. Experienced in Data Entry. Currently working on Epicor System.

Other Skills: Holding Valid Saudi Arabian Driving License.
Familiar with construction materials, electromechanical, electrical, electronic, hardware, plumbing, repair parts, FMS and general supplies.

Work Experience: Company: Vinnell Arabia, Saudi Arabian National Guard
Modernization Program.
Position: Maximo Property Control Manager.

1998 to 2020: Working since 1998 November as a property control specialist in Supply Management Branch/CSD. Familiar with office furniture's, office equipment, housing furniture's, housing appliances, automation equipment, communication equipment's, military equipment's, transportation etc. Receiving and issuing expendable and non-expendable materials operate by Maximo/Epicor System. Prepared Hand Receipt, Purchase Requisition, Receiving and Inspection Report, filing documents and dealt with Blanket Purchase Agreement documents. PR Tracking, BPA Tracking and R&I Tracking system operate by electronic forms in MS Excel 2010. Attendant to Manager, Supply Management Branch (SMB).

1994-1998 Company: Arabian Services Company
Project: Vinnell Arabia
Position: Chief, Supply Services.

Supervised the supply and storage operations of Vinnell Arabia as pertains to operations and maintenance commodities. Prepared Purchase Requisitions, Receiving and Inspection Reports and dealt with Blanket Purchase Agreement documents. Conducted semi-Annual Inventories and prepared stock status report, authorized stock level list.

1991-1994

Position: Supply/Receiving Specialist

Receiving and issuing materials, prepared R&I's. Coordinated with different vendors and Procurement and Contract Division (PCD) of Vinnell Arabia.

1985-1990

Company: Al-Dah-bash Company

Project: Saudi Government Rail Road Organization

Position: Attendant to Vice President.

Board of Intermediate And Secondary Education, Rajshahi

36153

20226/81.



Higher Secondary Certificate Examination

I certify that Md. Abdul, Malim Bhuiyan
Son/daughter of Md. Abdul Wahab Bhuiyan
of Bhurungamari College bearing Roll No. 330
duly passed the Higher Secondary Certificate Examination (in Science Group) held in
the month of May/June 1982, and that he/she was placed in the Third Division.

Rajshahi

The 12th April 1989.

Written by Rasul

Compared by Atissu

Asba

M. J. Hossain
Controller of Examinations.



National Computer Services Center

Certificate of Achievement

This is to certify that Mr.

Mohammad Abdul Halim

Has Attended End User Course On

Maximo Inventory Course

using official curriculum of MRO Software Inc.,

From

November 10, 2003 to November 11, 2003

Instructor



NCSC



VINNELL ARABIA
A World of Difference

Eastern Region New Equipment Training Branch Certificate of Appreciation



فينيل العربية
عالم من التميز

This Certificate is presented to

Mohammed A. Halim O-1134

For your significant contribution which enhanced the ability of the Eastern Region Light Armored Vehicle New Equipment Training (NET) Team in the successful completion of the NET of the King Abdul-Aziz Mechanized Brigade.

24th of December 2015

Daniel J. Klecker

Manager, New Equipment Training Branch



Scott Cummings

Manager, Eastern Region Division

CERTIFICATE OF COMPLETION



Presented to

Mohammad Abdul Halim

For Successful Completion of
MS Windows XP Professional

Date December 2003

A handwritten signature in blue ink, likely belonging to the MIS Computer Trainer.

MIS Computer Trainer

A handwritten signature in blue ink, likely belonging to the MIS Manager. To the right of the signature is a circular stamp with the text "MIS" and "DEC 2003" and a date wheel.

MIS Manager

CERTIFICATE OF COMPLETION



Presented to

Mohammad Abdul Halim

For Successful Completion of
MS Word 2000

Date December 2003

A handwritten signature in blue ink, likely belonging to the MIS Computer Trainer.

MIS Computer Trainer



A handwritten signature in blue ink, likely belonging to the MIS Manager.

MIS Manager

CERTIFICATE OF COMPLETION

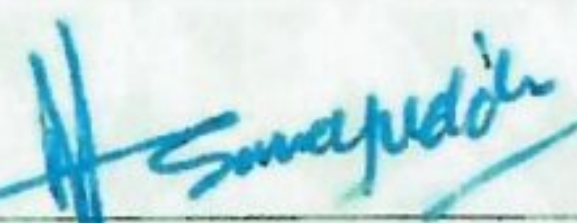


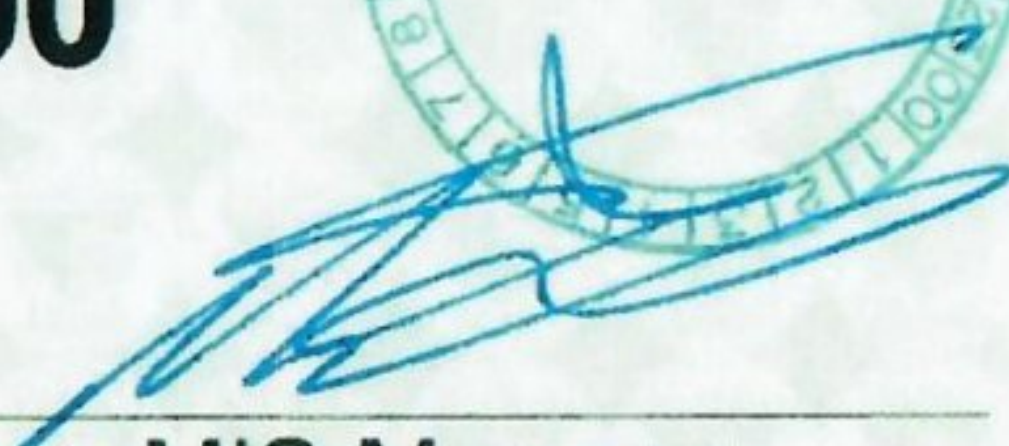
Presented to

Mohammad Abdul Halim

For Successful Completion of
MS PowerPoint 2000

Date December 2003


MIS Computer Trainer


MIS Manager



CERTIFICATE OF COMPLETION



Presented to

Mohammad Abdul Halim

For Successful Completion of
MS Excel 2000

Date December 2003

A. Smayia

MIS Computer Trainer



MIS Manager

ARABIAN SERVICES COMPANY
OUTSTANDING PERFORMANCE
1991-1994

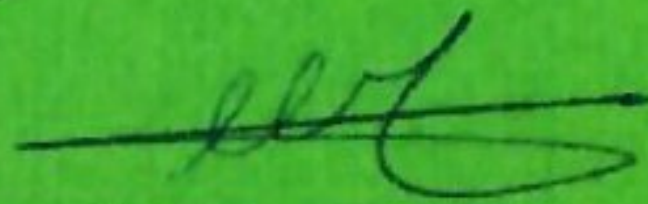
ABDUL HALIM

Chief, Supply Svcs.

B/N 1028

PROJECT - 800
VINNELL CORPORATION

30 December 1994


Engr. Ismail Ibrahim Mok'd
Project Manager



A Limited Liability Company
Paid Up Capital SR 2,000,000
C.R. 1010083601

شركة ذات مسؤولية محدودة
رأس المال المدفوع : ٢,٠٠٠,٠٠٠ ريال سعودي
سجل تجاري رقم : ١٠١٠٠٨٣٦٠١

فينيل العربية
برنامج تطوير الحرس الوطني العربي السعودي
VINNELL ARABIA
Saudi Arabian National Guard
Modernization Program

DATE: 22 December 2020

التاريخ: ٧ / جمادى الأولى / ١٤٤٢ هـ

إلى : سفارة المملكة العربية السعودية في
بنجلاديش
TO : The Royal Embassy of Saudi
Arabia Bangladesh

This is to certify that

Mr. Mohammad Abdul Halim of Bangladesh
passport No. BX0567892 will complete his
employment agreement with Vinnell Arabia
as of 31 December 2020. He will depart the
Kingdom on Exit Visa.

بهذا نشهد أن
السيد: محمد عبد الحليم حامل جواز سفر بنجلاديشي
رقم: BX0567892 سوف ينتهي عقده مع شركة فينيل
العربية اعتباراً من ١٦ / جمادى الأولى / ١٤٤٢ هـ
وسوف يغادر المملكة العربية السعودية بتأشيرة
خروج نهائي.

This is to further certify that we have no
objection to his return to Saudi Arabia for
work with another sponsor.

ونشهد أيضاً بأننا لا نمانع في عودة
المذكور إلى المملكة العربية السعودية
للعمل مع كفيل آخر.

Sincerely,

المخلصون

VINNELL ARABIA
SANG Modernization Program

شركة فينيل العربية
برنامج تطوير الحرس الوطني العربي السعودي

Adwan Al-Mutairi
Supervisor, Employee Relations Branch
Human Resources Division



عدوان نايف المطيري
مشرف فرع علاقات الموظفين
إدارة الموارد البشرية

cc: PDR File (O-1134)
Member of: The Chamber of Commerce
No. 22690

نسخة للملف الشخصي رقم (او-١١٣٤)
رقم العضوية في الغرفة التجارية (٢٢٦٩٠)

Emergency Contact:
Name: MRS ROWSHAN AKHTAR
Relationship: SPOUSE
Address: KESHAR KHILL, AMISHAPARA, SONAIMURI,
NOAKHALI
Telephone No: 0181914034

পাসপোর্ট নম্বর / PASSPORT No. BX 0567892



Kazi Nurul Islam
First Secretary
Embassy of Bangladesh
Riyadh, K.S.A

গণপ্রজাতন্ত্রী বাংলাদেশ People's Republic of Bangladesh

জাতীয় / Type দেশ কোড / Country Code পাসপোর্ট নং / Passport No.

P BGD
বংশগত নাম / Surname

BX0567892

HALIM
ਅਮਲ ਨਾਮ / Given Name

MOHAMMAD ABDUL

জাতীয়তা / Nationality

व्यक्तिगत नं. / Personal No.

BAKANGLADESHI

19647518315047239

15 MAY 1991

পূর্ববর্তী পাসপোর্ট নং / Previous Passport No.

15 MAR 1964

BB0440038

M	NOAKHALI
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प्रमाणकारी कर्तृपक्ष / Issuing Authority

थोडाऊना डालिम / Date of Issue

23 OCT 2018

DIP / DHAKA

মেয়াদোত্তীর্ণতার তারিখ / Date of Expiry

Signature / Holder's Signature

22 OCT 2023

P<BGDHALIM<<MOHAMMAD<ABDUL<<<<<<<<<<<<<<<<<
BX05678921BGD6403153M2310222<<<<<<<<<<<<<02

KINGDOM OF SAUDI ARABIA
MINISTRY OF INTERIOR

هوية مقيم
RESIDENT IDENTITY

المملكة العربية السعودية
وزارة الداخلية

MOHAMMAD ABDUL HALIM M. ABDULKHALEQUE

محمد عبد الحليم محمد عبد الخالق

الرقم ٢٠٦٦٠٩٨٨١١ نسخة ١٠

مكان الإصدار الخدمات الإلكترونية

الإصدار ١٠/٠٩/١٤٣٨ الميلاد ١٥/٠٣/١٩٦٤

المهنة مشرف أعمال كتابية عام

الجنسية بنجلاديش الديانة الاسلام

صاحب العمل شركة فينيل العربية



2066098811

KINGDOM OF SAUDI ARABIA

KINGDOM OF SAUDI ARABIA
MINISTRY OF INTERIOR

رخصة قيادة
DRIVING LICENSE

المملكة العربية السعودية
وزارة الداخلية

محمد عبد الحليم محمد عبد الخالق

MOHAMMAD ABDUL HALIM MOHAMMAD ABDULKHALEQUE



No. 2066098811 الرقم ٢٠٦٦٠٩٨٨١١

DOB 15/03/1964 تاريخ الميلاد ١٣٨٣/١١/٠١

Exp 05/08/2023 تاريخ الإنتهاء ١٤٤٥/٠١/١٨

A+ فصيلة الدم تاريخ الاصدار ١٤١٥/٠١/١٨

النوع خاصة القيادة

الجنسية بنجلايش

