**Abdikadir Qorane Suleiman**

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**Personal statement**

A highly motivated and hardworking individual, who has recently completed his secondary school, and received excellent grades in both Maths and Science. Seeking a working from home flexibility.

Mechanically minded, with a methodical approach to working and an eagerness to learn and develop personal skills in a practical setting. Eventual career goal is to become a fully-qualified and experienced developer and translator, with the longer-term aspiration of moving into software engineer.

**Key Skills**

* Advanced problem solving and numeracy skills
* Accomplished communication skills, both written and verbal, developed through numerous essays and presentations given during my time at high school
* Ability to take the initiative and work well under pressure, ensuring strict deadlines are met, as successfully demonstrated during work experience
* Flexibility, whilst maintaining enthusiasm and commitment to each project
* Proficiency in all areas of Microsoft Office, including Access, Excel, Word and PowerPoint
* l am highly skilled in the use of computers and Internet. Including Microsoft Office and Internet search.l learn very quickly, possess excellent verbal and written communication skills, and typing approximately 55 words per minute.

**Education**

**University**

**(2016-2019)**

**. Bachelor of information technology. ( 2 the semester )**

**Kakuma Secondary School**

*(2013 – 2016)*

* Obtained secondary certificate

**Kismayo primary school**

*(2008 - 2012)*

* Obtained primary certificate

**Work Experience**

2012- 2016.I translated and took part refugee survey in several times.

2014-2016. l took holidays off to teach English. Teaching English has helped me better understanding the subtle nuances of the language.

2010-2016.l was the member of translators in Kakuma refugee camp during census in 2010 and 2016.

20 11 - present. I attended several seminars to gain experience and have knowledge.

**Part-time Sales Assistant, Shop Name, Location**

*(April 2011 – Present)*

Key results:

* Achieved four out of five revenue targets
* Personally billed over £10,000 since starting position.
* Demonstrated resilience and ability to upsell products, consistently meeting KPIs set for adding more value to sales.
* Significantly improved negotiation skills, regularly converting customers from point of enquiry to sale.

**Pharmaceutical Company (*unpaid work experience*)**

*(Summer 2009)*

Duties included:

* Shadowed a key member of laboratory staff, observing their day-to-day work
* Spent a morning working within customer service centre, listening to client complaints and understanding company best practice when responding
* Assisted in project on risk management and contingency planning in case of failure at distribution centre
* Learned about company project management lifecycle methodology
* Gained knowledge of key health and safety standards used within the industry

**Hobbies & Interests**

1.Socialising with friends and family, watching TV (BBC news and documentaries), playing football on a weekly basis, reading non-fiction books and solving puzzles.

2.Sports – Walking, Exercise, Running, Bicycling,

Swimming, Skiing, Golf, Team Sports etc

3. Music – Playing, Listening

4.Traveling

5. Socializing – Community work and volunteering

6. Painting

7.Dancing

8.Reading, Writing

9.Computer

10.Gardening

11.Animal Care

**References**

References are available on request.