

AHMAD ABDALQADIR

Computer Technician

Riyadh

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+966570101557

- Creative
- logical thinker
- Good learner

Work Experience

Computer Technician

Sudan University Of science and Technology - Khartoum, Sudan

April 2008 to Present

- Installing and configuring computer hardware, software, operating systems, networks, printers, and scanners, etc.
- Create, initiate and develop desktop computing environment.
- Responding in a timely manner to service issues and requests.
- Providing technical support across the University.
- Repairing and replacing equipment as necessary.
- Testing new technologies.
- Determine and approve specifications of requests for purchasing computers and peripherals.
- Other duties as assigned

Admissions Assistant

International University Of Africa - Khartoum

January 2017 to April 2021

- Accepting and filtering student applications.
- Assessing applications according to Ministry of Higher Education eligibility criteria.
- Organizing and filing of recruitment documentation.
- Providing consultations with prospective students when requested.
- Referring prospective students to specific program directors for additional information (when needed).
- Communicate with applicants about their application status, including acceptance/rejection.
- Responding to information requests.
- Participating in (or delivering) info sessions if needed.
- Submit visa applications for accepted students.
- Other duties as assigned

Education

Diploma in Electronic Engineering

Sudan University Of Science and Technology - Khartoum, Sudan

October 2004 to November 2007

Skills

- Microsoft Windows
- Microsoft Office
- Cabling
- Computer Hardware
- Desktop Support
- Operating Systems
- Help Desk
- LAN
- Technical Support

Languages

- Arabic - Expert
- English - Intermediate

Additional Information

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