

Hani M. jnena
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Summary of qualifications

Exceptionally well organized and resourceful professional with more than Seven years' experience and solid academic background in **Computer Science**, excellent analytical and problem-solving skills, able to handle multiple projects while producing high quality work in a fast-paced.

Education

- **Bachelor of Computer Science**, Al-Aqsa University, Palestine, Gaza (2011-2014). Average: **72.7**.
- **Diploma of Computer Maintenance**, University college of science (UCAS), Palestine, Gaza (2008-2010), Average: **92.16**.

Work History

- **University college of science (UCAS)**, **Lap supervisor, IT Assistant**, Date (12-10-2010 To 11-10-2011).
- **Pcworld company**, **IT Assistant & Procurement and Data Archiving Assistant**, Date (1-5-2013 To 25-5-2016).
- **Infinity IT Company**, **IT Technical Officer** Date (5-7-2016 To 25-9-2021)
- **Computer Connect**, **IT Department Manager**. Date (1-10-2021 – Present).

Computer Skills

- Adept with **Microsoft office** suite (**word, Excel, PowerPoint, Outlook**), Adobe Acrobat, and Photoshop.
- Experience in database management, SQL & Web Pass.
- Having Experience in data collection design working on **kobo Toolbox (Having some Projects in Kobo)**.
- Experience in working with **SPSS**.

Training & Courses

- **Advance Laptop Maintenance** Course, Islamic University, The Average Excellent, Date (5-2-2011 TO 23-4-2011).
- **Repairing and design Uninterrupted Power Supply (UPS) Circuit**, Islamic University the Average Excellent, Date (20-11-2013 TO 6-1-2014).
- **Repair Mobile Board and Electronic circuit**, Gaza Community College, The Average Excellent, Date (10-9-2014 TO 15-12-2014).
- **Management of Technology Systems (MTS) from a medical vision** Certification Course (14-4-2021) Professional Excellence in Medical Education (PIM).

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Professional Experience

Computer Connect Company

(1-10-2021 To Present)

- **Establishing projects** for many Governmental and Non-Governmental institutions in the field of Information Technology.
- Design and managing many of projects in Data Collection and analysis for Several local associations using [kobo Toolbox](#) Working under Monitoring and Evaluation (M&E) Rolls to generate knowledge about what works and what doesn't to influence an organization's strategy and policy.
- Working in design and install VPN System, VOIP Telephone System, Network design, Data Management, Camera Systems installing and Management for many of Organization.
- Design Projects for [Training Academy](#) using kobo Toolbox about Children's educational level and acquired skills.

Infinity IT Company

(5-7-2016 To 25-9-2021)

- Design and install Network system for projects and companies.
- Repairing Network system (Devices, cable, Plugs, connector, converter, switching).
- Design and install Camera system (Devices, DVR, NVR, Camera, cable, Plugs, Power supply, Monitor, Plastic Box for saving camera connector) and managing the hall system of camera for company.
- Coordinate with outside vendors for large installs and complex repairs.
- I have working as desktop support and as a Helpdesk support in Infinity IT Company.
- Assist in Preparing quotations requests for infinity IT company.
- We have a maintenance contract with many institutions like ([Médecins du Monde France MDM_F](#), [Food and Agriculture organization FAO](#), [Secure Land company](#), [Aid and Hope](#)).
- Working as **IT Assistant** for Médecins du Monde France MDM_F during four years from 2016 to 2021.
- Ensure the proper and standard archiving of all purchase's documents.
- Making Maintenance Report Every month for each company we contract with it.
- Doing all technical report and connect with logistic department in all institutions.

Pc World Company

(1-5-2013 To 25-5-2016)

- Design, install and configure windows-based workstations and Programs, drivers.
- Ensure accuracy of all Inventories and Stock working as ([Assistant Purchasing Manager](#)).
- Ensure the proper and standard archiving of all purchase's documents.
- Install and configure windows servers.
- Monitor, diagnose, troubleshoot and correct PCS and related hardware and software problems.

University college of science (UCAS)

(12-10-2010 To 11-10-2011)

- Design, install Network system for computer Lap of students.
- Design, install Ups connections for computer Lap of students.
- Provide End user support for all LAN based applications.
- Install new PCs, upgrade hardware and software for the system.

Thanks for reading...