# AHMAD AMIN SHAHIN

*Information Technology*

Saint John, New Brunswick, CA

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## SKILLS

- Integrity
- Hardworking
- Teamwork
- Friendly
- Facilitator
- Negotiation
- Problem-solving
- Analytical thinking

## WORK EXPERIENCE

**2019-8 – current**

**IT Manager**

Al Shahin Tech for Programming and information technology

- Owner

**2008-01 – 2019- 03**

**ICT MANAGER**

SAUDI COMPANY FOR CONSTRUCTION & DEVELOPMENT TRADING LTD, Jeddah, SA

- Developing revenue, maintenance, and procurement documents and budgets as well as milestones reports and communication plans to support transparency and alignment across the company.
- Implementing and Driving the adoption of key tools and processes to deliver IT projects for the company effectively.
- Developing workshops and training documentation for company systems.
- Collaborating with stakeholders to prioritize their requested reports to ensure effective and efficient workflow and meet tight deadlines.
- Building and Developing the corporate IT infrastructure, such as the company data center, fiber optic cabling, wireless connection P2P, network cables, CAT5, CAT6, internet connection, firewalls, disaster recovery, network designs, and IP telephones.
- Led the development and implementation of the company's systems and ensured effective performance overall.
- Managed corporate networks and applied the necessary network improvements such as operating system updates, windows updates, framework updates, and smart switches, as well as deployed firewalls, IP telephones (VOIP), antivirus consoles, domain controllers, FTP, backup solutions, and storage solutions to ensure that all company systems are running effectively and securely.
- Ensured that the company's network performed optimally by correcting system faults and overseeing troubleshooting, backup systems, archiving, and disaster recovery.

**2007-01 – 2008-12**

**SYSTEM DEVELOPER**

CONSTRUCTION PRODUCT HOLDING COMPANY - CPC, Jeddah, SA

- Creating a human resource system that served over 36 companies as a holding head company.
- Maintaining the security of the company's internet network and ensured proper usage of network resources by employees according to company standards.
- Assisting employees with identifying and resolving software and hardware issues.
- Driving service delivery and improved Enterprise IT services and products to over 200 end users in a fast-paced environment.
- JS, HTML, CSS, Xbasic, Ajax, API, functions
- Evaluating possible threats that may exist and proposed corrective controls to eliminate such threats.
- Coordinating with key stakeholders to discuss system requirements, specifications, costs, and timelines.

## EDUCATION

**2022 – 4 – 2023-04**

**Postgraduate**

New Brunswick Community College

Saint john = New Brunswick - Canada
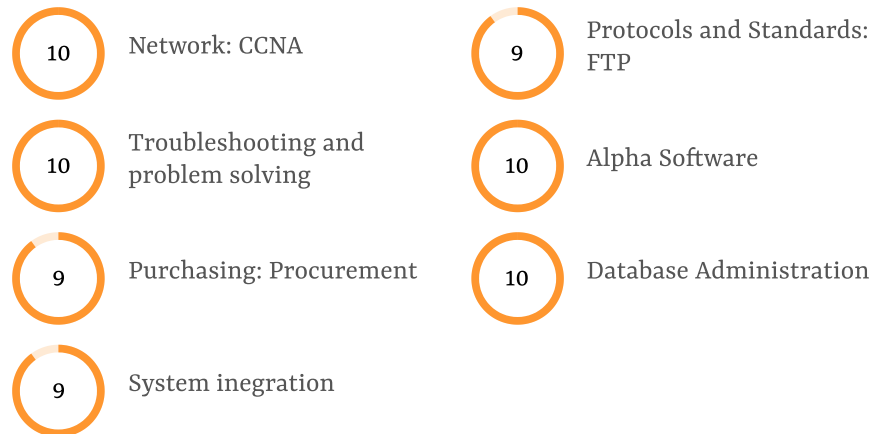Information Technology: Business Analysis
NBCC

| 2005-02 -<br>2006-06 | **Certificate** |
|---|---|
| | Canadian Business College |
| | Ontario - Mississauga - Canada<br>CCNA & CCNP CERTIFICATE<br>CANADIAN BUSINESS COLLEGE CANADA |

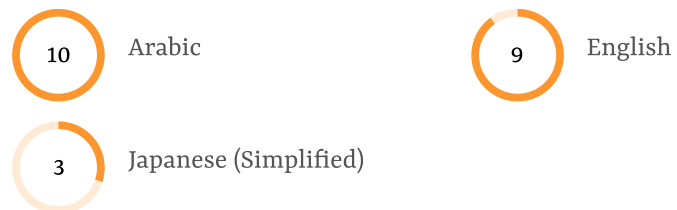| 2006-01 -<br>2006-12 | **Certificate** |
|---|---|
| | YORK UNIVERSITY CANADA |
| | Ontario - Mississauga - Canada<br>YORK UNIVERSITY CANADA<br>English YULI - program |

| 2000 Jan -<br>2005 Jun | **BACHELOR'S IN INFORMATION SYSTEM TECHNOLOGY** |
|---|---|
| | AMMAN AL AHLIYYA UNIVERSITY JORDAN |
| | AMMAN AL AHLIYYA UNIVERSITY JORDAN<br>BACHELOR'S IN INFORMATION SYSTEM TECHNOLOGY |

# SKILLS

**10** Network: CCNA

**9** Protocols and Standards: FTP

**10** Troubleshooting and problem solving

**10** Alpha Software

**9** Purchasing: Procurement

**10** Database Administration

**9** System inegration

# LANGUAGES

**10** Arabic

**9** English

**3** Japanese (Simplified)

# ACHIEVEMENTS

- Genuine record in cyber security - HACKATHON
- Saved over 100,000 SAR for telecommunication in my last role as IT manager
- Increased alaremshi.ps sales by 75% since the first year started
- Integrated company system with different APIs to lower the cost of product delivery
- Solved over 1200 ticket support in one year
- JC Clinics: a medical beauty center website
- SACODECO: construction company website
- Gaseeli: dry cleaning services with online requests and payment integrated for iOS,  Android, and other platforms search, available in the Saudi Apple store. (Login  information provided upon request)
- Khayal Shop: developed the inventory system
- AlArameshi.ps is an e-commerce website for B2B and B2C