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# *Curriculum vitae*

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## **Personal Information**

<b>Title</b>	Mr
<b>Name:</b>	<b>SALAM HUSSEIN YAHYA</b>
<b>Nationality:</b>	Iraqi
<b>Date of Birth:</b>	01/01/1989
<b>Gender:</b>	Male
<b>Marital Status:</b>	Married
<b>E-mail:</b>	<a href="mailto:salamhussein0@gmail.com">salamhussein0@gmail.com</a>
<b>Skype</b>	salam.hussein9
<b>Mobile:</b>	009647717344459
<b>Languages:</b>	-Kurdish (Native Speaker).

-Fluent in English speaking with great communication skills.  
Excellent written and verbal English skills.

- Fluent in Arabic speaking with great communication skills.  
Excellent written and verbal Arabic skills.

<b>Health status</b>	Very good with no physical disabilities or mental disorders
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## *Objective*

Creative, resourceful and flexible, able to adapt to changing priorities and maintain a positive attitude and strong work ethic.

## ***Work History***

### **1- Lecturer:**

August 2015 to date.

**Cihan University- Sulaymaniyah/Department of General Education**  
region/Iraq.

Kurdistan

*(A private university in Kurdistan region, adopting the most modern techniques which is used in most reputable universities around the world and English language is used in full in teaching, exams and communication inside the university).*

### **Duties and Responsibilities included but were not limited to:**

- Head of General Education Department
- Member of the scientific committee of the department of General Education.
- Member of the scientific committee of the department of English.
- Member of evaluate graduation projects committee.
- Member of Examination Committee.
- Teaching 12 hours per week.
- Teaching first year students, an Introduction to English Literature.
- Teaching first year students, Academic Debate.
- Teaching second year students, Short Story (1<sup>st</sup> semester) and Novel (2<sup>nd</sup> semester).
- Teaching second year students 16<sup>th</sup> century Drama.
- Teaching third year students 18<sup>th</sup> century Drama.
- Teaching fourth year students Novel.
- Supervised graduation research projects for four-year students.

### **Halabja University /Department of International Trade oct 2022 to date**

- Teaching first year students Listening, speaking, reading and writing.

### **Charmo University /Department of Computer Science Dec 2020 – Mar 2021**

- Teaching first year students Listening, speaking, reading and writing.

### **Qala University College / Department of English Nov 2018 – Sep 2019**

- Teaching first year students, an Introduction to English Literature.

### **2- English Spoken faculty/ India**

Jul 2012 - Mar 2014

#### *SSCT Institute*

In this institute, my job was to teach English Language to high level classes. This institute accepted me according to my experience in giving lectures and the ability to speak fluently because while I'm in India, I was studying master in English Language.

#### ***Duties***

Planning & delivering well-structured lessons which engage & motivate students.

Planning and organizing visits, field studies and special activities connected with the teaching of the subject.

Supporting the institute in delivering the curriculum effectively.

Managing resources effectively and ensuring appropriate value for money. Organizing and supporting a range of extra-curricular activities.

Achieving and maintain high standards of care and education.

Planning, preparing and reviewing the institute curriculum with other staff.

### **3- Operations Manager Jul 2014- Jan 2015**

**A&K Global Health India Pvt Ltd. New Delhi (US based company) Leading Healthcare providing company.**

#### **Duties**

- Leading a team of Patient Support Officers (8 Members)
- Generating Revenue, Profit and loss for DMC operations.
- Managing the Roster of the team according to operational requirements
- Handling International patients from Iraq, Kenya, Burundi, Rwanda etc.
- To achieve maximum customer satisfaction of patients. Helping in their each and every step of medical Journey.
  
- Handling Video testimonial, feedback, social networking etc (Brand promotion).
- Coordination with the leading Hospitals (IPS team and Marketing teams)
- Generating more revenue for the company by tie up with hotels, vendors and by reducing the operation cost.
- Mentoring and training the team, conducting regular training sessions for the team. Training them on soft skills, customer service skills and body language
- Working in coordination with 5 of the source offices to facilitate Healthcare and Accommodation packages for international patients by keeping in sync with hospitals and hotels/guest houses
- Manage the effectiveness and efficiency of clinical and related logistics and support Services.
- Taking charge of Hotel, Logistics and Transportation Related Contracting
- Liaison with Government agencies for patient registration and other legal aspects
- Coordination with the Airlines for booking of Medical Attention Services for patients. Alterations in bookings and taking care of other passenger related needs during the voyage.
- Coordination and H R Support admin responsibilities like vendor identification & Evaluation, procurement of office supplies and Contracted services for housekeeping, Security, Pantry etc.

### **Translator and Coordinator Dec 2013- Jun 2014**

**A&K Global Health India Pvt Ltd. Bangalore (US based company) Leading Healthcare providing company.**

A multi-skilled, reliable & talented translator with a proven ability to translate written documents from a source language to a target language. A quick learner who can absorb new ideas and can communicate clearly and effectively with people from all social and professional backgrounds. Well mannered, articulate and fully aware of diversity and multicultural issues. Flexible in the ability to adapt to challenges when they arise and at the same time remaining aware of professional roles and boundaries.

#### ***Duties***

- I was working in the company as Interpreter/ Translator and coordinator.
  
- Handling International patients from Iraq, Kenya, Burundi, Rwanda etc.
- Receiving patients and admitting them in Narayana Hrudayalaya hospital, Bangalore.
  
- Provide interpretation and translation to the patients inside the hospital like the rounds with the in-charged doctors.

- Helping the patients in their each and every step of medical Journey.
- Doing outside duty such as accompanied the patient's escorts for shopping etc...
- Facilitated on-time the patients with their escorts their needs and requirements inside and outside the hospital.

## 2- English Instructor

2011.  
Iraq.

February 2011 to April  
Al-Atehar intermediate school

*(public school, located in Mandali district).*

### **Duties and Responsibilities included but were not limited to:**

- Teaching the students English language.
- Easy interaction with the students and imparting the knowledge of the subject on the different parameters the written and verbal English.

## *Academic Education*

1- PhD student in English literature  
University Putra Malaysia

Sep 2019 to date

2- Master Degree  
*Osmania University / India*

Jul 2011 - May 2014

I got my master in English Language in Osmania University in Hyderabad India.

3- Bachelor degree  
*Diyala University*

Sep 2007 - Aug 2011

I got my bachelor degree in English Language in Diyala University in August 2011.  
Computer/Technical

## *Professional & General Trainings*

- **Completed teaching methods training course (90 houses). Conducted by the Faculty of Physical and Basic Education – University of Sulaimani.**  
(20<sup>th</sup> Aug - 5<sup>th</sup> Sep 2015 )  
Kurdistan region/Iraq.
- **Completed teaching methods training course. Conducted by Diyala University Presidency Centre for educational developing programs.**

**(11<sup>th</sup> Jan – 27<sup>th</sup> Jan 2015)**

**Iraq**

- **Completed Computer skills course. Conducted by Diyala University Presidency Internet and Computer Centre.**

**(11<sup>th</sup> Jan – 25<sup>th</sup> Jan 2015)**

**Iraq**

- Participated one day workshop entitled "Personality Development and future Leadership" conducted by world organization of student and youth (WOSY) Hyderabad. (10<sup>th</sup> Oct.2013).
- Participated for 10 - day Course in public speaking and Presentation skills conducted by Osmania University Centre for International Programs, Osmania University, Hyderabad, (20<sup>th</sup> - 30<sup>th</sup> Aug 2013).
- Attended an International Teacher Educators conference, Hyderabad. (16<sup>th</sup> - 18<sup>th</sup> March 2013).
- Attended International conference organized by the Department of Commonwealth literary studies, The English and Foreign languages University, Hyderabad, India. on 16 and 17 January 2013. On Postcoloniality in Transition: Cosmopolitanism, Transnationalism and Globalization. ( 16<sup>th</sup> – 17<sup>th</sup> Jan 2013).
- I have successfully completed an English evaluation course. ( Jul - Sep 2012) at British council, Hyderabad.

## ***Skills***

### **Computer/Technical Literacy**

Computer-literate performer with extensive software proficiency covering wide variety of applications such as Microsoft Office group (Word, Excel, PowerPoint) and Photoshop.

### **Leadership/Management Skills**

Goal-driven maintains a productive climate and confidently motivates, mobilizes, and coaches employees to meet high performance standards.

## Teamwork

Resourceful team player who excels at building trusting relationships with customers and colleagues.

## Reference

No.	Name	Country	Role	Email	Contact No.
1-	Sarita Rao	India-Hyderabad	Manager/SSCT Institute		+91 402 158 4955
2-	<b>Rolwin Naveen Mathias</b>	India-Bangalore	<b>Manager/ A&amp;K Global Health India Pvt Ltd</b>	<a href="mailto:rolwinm@gmail.com">rolwinm@gmail.com</a>	<b>+ 91 9900430597</b>
3-	Aras A. Amin	Iraq-Sulaymaniyah	Head of English department	aras.abdulakrim@yahoo.com	+9647702163710

**Note:** Further references and documentation are available on request.

## Hobbies and Interests

**Food:** Of a weekend I enjoy meeting with my friends and cooking; we do this on a regular basis, and take it in turns. I enjoy socializing and mixing with others.

**Reading:** When I am trying to relax I enjoy reading, and have done this throughout my life; I find it helps develop my English and communications skills.

**Travel:** I enjoy travelling a great deal. I visit India and Turkey. I found this a great experience, and it has helped me broaden my cultural knowledge and awareness.

**Sports:** I enjoy a variety of sports in particular football and Gym.

**Designing magazine:** I worked as a designer in my department when I was studying in the university.