



# Ebaa Haidar Mohamad

## Summary:

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About 15 years in engineering work as a technical controller and assistant engineer, and we included working on project budgets and auditing the accounts of those projects, during that period we developed our knowledge through continuous training in the field of financial law and accounting laws as well as accounting programs and we practiced accounting work for various activities.

We are currently working in the Presidency of the Council of Ministers and one of our main tasks is to study and analyze many economic matters and their budgets and submit proposals that related .

## Education:

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- **Bachelor's Degree (2008 – 2017)**

Aleppo University | Faculty of economics | Computer and Information Systems in Economics, Management, and Accounting.

- **Intermediate Institute of Technical observers (2002 – 2004)**

Al-Haskah Institute | Assistant Civil Engineering Certificate.

## Experiences :

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- **Presidency of the Council of Ministers** | Jan 2023 – Till now

**administrative assistant** | Directorate of Economic Affairs

Main tasks and responsibilities:

- Preparing the necessary economic studies.
- Monitoring and analyzing economic reports.
- Handling files related to economic projects and international cooperation files.
- Preparing and studying the general budget file.

- **Banyas Refinery Company** | Jun 2018– Dec 2022

**Civil Service Department** | Head of technical service workshop

Main tasks and responsibilities:

- Preparing financial and accounting statements. And engineering support for the technical services department.
- Technical Studies - Engineering Drawing - Autocad.

## Contact Information:

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- ✉ Ebaa.mhmd1@gmail.com
- 📍 Latakia
- 📅 02 Jan 1984
- 🌐 Syrian

## Langages:

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- Arabic: Mother tongue
- English: advanced

## Computer Skills:

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- MS Word: advanced
- MS Excel: advanced
- MS PowerPoint: advanced
- Programing (SQL,C++,...) : Intermediate
- Network security : Intermediate

## Soft skills:

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- Team working.
- Working under pressure.
- Time management.

- **Alabbas Store** | Dec 2011– Dec 2014

#### **Accountant**

Main tasks and responsibilities:

- Financial accountant in a furniture warehouse using Al-Amin program.

- **Syrian Petroleum Company** | Dec 2004 – Dec 2014

#### **engineering supervision technician**

Main tasks and responsibilities:

- Supervising the implementation of commitments.
- Preparing technical studies for tenders .
- Engineering drawing, Autocad .
- Organizing and running workshops and workers .

#### **Training:**

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- **CMA , part 1(Certificate of attendance)**

Al-Mashora center – Damascus

- **Banking skills (15 hours)**

Tatweer center – Latakia.

- **English Courses**

Training and Rehabilitation Center at the Ministry of Oil and Mineral Resources.

- **Occupational safety and security**

The Syrian Petroleum Company , The French Total Company , The Chinese company Kawkab.

#### **References :**

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- **Miss. Lena Aldalal**

Director of the Directorate of Economic Affairs | Presidency of the Council of Ministers.

**Mobile:** +963966824147

- **Eng. Daham Aljelani**

Head of the Civil Engineering Department | Syrian Petroleum Company .

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