

CV Application



Name: Mr. Mouaffak BRIGHECH

Address: Amman, Jordan

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m.breighesh@yamintrans.com

Date of Birth	03/03/1970	Drive License	Private License
Nationality	Syrian	Smoking	No
Marital Statues	Married		

Cargo Education, Qualifications:

Serial	Provider	Certificate Name	Date
1	FIATA	Certificate Train the Trainer FIATA (int'l Transport & Freight Forwarding)	2014
2	IATA	Certificate Dangerous Goods Awareness CAT 5,8 - Ramp and Warehouse Personnel (DG4-2013)	2013
3	IATA	Certificate ULD Handling Awareness	2013
4	IATA	Certificate ELECTRONIC AIR WAYBILL (e-AWB)	2013
5	FIATA	Certificate Train the Trainer FIATA course (int'l Transport & Freight Forwarding)	2009
6	IATA/FIATA	Certificate Cargo Marketing course	2005
7	IATA/FIATA	Certificate Station Management	2004
8	IATA/FIATA	Diploma Dangerous Goods Regulations course	2004
9	IATA/FIATA	Diploma Cargo Introductory course	2002
10	IATA/FIATA	Diploma Air Cargo Rating course	2002
11	IATA/UFTAA	Diploma Foundation course	2002
12	Syrian Air	Certificate Cargo course	2001
13	Air Association	Certificate Into. Cargo course	1999
14	IATA ATC - Damascus	Certificate Cargo course	1995

The Computer Packages :

Microsoft office, Internet, Email (outlook-yahoo-hotmail)

Languages:

Arabic: Native Language

English: **Excellent Command** (speaking, writing, reading)

Further Skills:

Serial	Provider	Certificate Name	Country	Date
1	Kaab bin Oday School	Secondary License	Kuwait	1987
2	ME university	One year English certificate	Turkey	1988
3	University of Sanaa	2 years Physics	Yemen	1990
4	Thomson College	One year Marketing certificate	USA	1998

Job Description:

A-Current & Last Employment Details:

Date	Position	Company
(2013 – current)	Commercial Manager	Al-Qawasmi sons for Transport & Trade - Jordan
(2006 – 2012)	G. Manager	Yamintrans - Syria
(2005 – 2006)	Commercial Manager	Emessa Transport – Syria
(2001 – 2005)	Air Freight Manager	Gezairi Transport – Syria
(1998 – 2001)	Air Freight assistance	Gezairi Transport – Syria

B-Current & Last Training Details:

To provide an internal training and development consultancy service to Air Cargo students/ employees.

Date	Position	Company
(2013 – Now)	As Air Cargo Trainer / Instructor	(IATA ATC - Jordan) Petra Academy
(2005 – 2012)	As Air Cargo Trainer / Instructor	(IATA ATC- Syria) Al-Mamoun Training Center
(2010 – Now)	As FIATA Trainer / Instructor	FIATA /SIFFA (Syria)

C-Job Responsibilities:

1-As A Trainer

- Run **IATA** training programs at (IATA Authorized Training Centers)\ Jordan.
- Run **Short** training programs at (IATA Authorized Training Centers)\ Jordan.
- Run **FIATA** training programs at (FIATA/SIFFA Centers)\ Damascus.
- Run **IATA** training programs at (IATA Authorized Training Centers)\ Damascus.

- To provide an internal training and development consultancy service to Cargo students/ employees.
- Design and facilitate of training programmers.
- To plan, design, and deliver training initiatives that support the success of the company business plan and strategic intent).

- **IATA & FIATA Courses:**

IATA courses	FIATA courses	Short courses
Cargo Introductory course	Air freight courses	Different courses as below
Air Cargo rating	DGR course	----
DGR course	----	----

- **Short courses**

Serial	Course Title	Course Limit time	Duration
1	Cargo Skills and Procedures course	40 hours	(5 – 10) days
2	Cargo English course	(25-40) hours	(3 – 10) days
3	Aircraft Structure Unit Load devices course	40 hours	(5 – 10) days
4	Air Cargo Acceptance and Special cargo course	25 hours	(3 – 5) days
5	Introduction to Customs Clearance Process	25 hours	(3 – 5) days
6	IATA Dangerous Goods Regulations (Cat 3)	40 hours	(5 – 10) days
	IATA Dangerous Goods Regulations (Cat 6)	40 hours	(5 – 10) days
	IATA Dangerous Goods Regulations (Cat 5 & 8)	40 hours	(5 – 10) days
7	Shipping Perishable Cargo	(25-40) hours	(3 – 10) days
8	Marketing and customer service	(25-40) hours	(3 – 10) days
9	E-AWB TRAINING PROGRAM course	40 hours	(5 – 10) days
10	Scope of E-Freight Implementation – Introduction	40 hours	(5 – 10) days
11	Shipping Documentation – Do and Don't	8 hours	(1 – 2) days
12	ICC Incoterms 2010	8 hours	(1 – 2) days

2-As Air Freight Manager:

- Responsible for all operations staff activities.
- Preparing work schedule and distribution the AWBs
- Send a monthly report to Regional Manager.
- Preparing action plans for Air Shipments....etc.

3-As General Manager:

- Organize Sea, Air, Road Transportation and Customs Clearance cargo.
- Coordinate with Clients & Customers.
- Receive Reports for all quotations and daily Freight schedule.
- Coordinating with all company agents worldwide.
- Manage the delivery of cargo.
- Staff Annual Evaluation (Human Resources Management)
- Training & courses arrangements.
- New Employees interview.
- Focus the Costing and Quotation for Sea, Air, Road Transportation and Customs Clearance.
- Set monthly Meeting
- Responsible of communication with the government's offices and ministries.
- Preparing Tenders.
- Managed the office Petty Cash and provide monthly expenditures report, checks telephone and fax billing statements.
- Made the atmosphere highly self-motivated.
- Coordinating with government offices, Ministries.
- Responsible in office daily administration / activities which includes overseeing all incoming faxes, emails, & making correspondence.
- Serving as primary front desk personnel while maintaining good relationships and contacts with local, international and private sectors as a customer service officer.
- Makes travel Arrangements, Manage and Coordinate Regional Conference Meetings, make Correspondences and Ensures Accuracy of Information
- Coordinated Projects Status to Team members, ensuring information gathered are accurate.

Knowledge, skills Gained:

- Demonstrates high level of commitment, energy and resilience Good problem solving and analytical skills
- Good understanding of basic Training theory.
- Assimilating and applying in a timely manner new job-related information
- Stays abreast of Training information and understands development.
- Establishing a course of action for self and others to accomplish specific goals.
- Establishing priorities and keeping track of progress.
- Working effectively within a team or outside the formal line of authority to accomplish objectives.
- Gain strong confidence with clients.
- Stronger Ability to deal with stubborn customers.
- Learning to manage customer relationships.
- Improved my understanding of the Customs and local customer dealing.
- Coordinate with the Company Associations.
- Set Agendas for the Sales Representatives to visit prospective new accounts.

References:

1) Al-Mamoun Training Center (IATA ATC)

Address: Mezza-Damascus - Syria
Tel No.:0096311 6128450

PIC: Mrs. Daniela Fuiorea

2) Gezairi Transport

Damascus Syria
Tel: 0096311 3315301

PIC: Mr Jihad Saidi

3) Petra Academy (IATA ATC)



Ayman Samawi - General Manager
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4) FIATA Syria (SIFFA)

Damascus Syria

Mob:+963933216121 (Intl)

PIC: Mr Wassim Alhousami

Activities outside the Work.

Reading, Swimming, Traveling