



# Rabie Abou Assaleh

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Date of birth: 01/08/1992 | **Nationality:** Syrian | **Gender:** Male |

(+963) 981343432 | [rabie.abou.assaleh@gmail.com](mailto:rabie.abou.assaleh@gmail.com) |

<https://spherestandards.org/training/tr-info/rabie-abou-assaleh/> |

[https://www.linkedin.com/search/results/all/?keywords=rabie abou assaleh&origin=RICH\\_QUERY\\_SUGGESTION&position=0&searchId=1bd95371-2afa-4359-8a85-55d5ef53a9e6&sid=H3\\*](https://www.linkedin.com/search/results/all/?keywords=rabie%20assaleh&origin=RICH_QUERY_SUGGESTION&position=0&searchId=1bd95371-2afa-4359-8a85-55d5ef53a9e6&sid=H3*)

Damascus -jaraman-aljanian, 200020, jaramana, Syria

About me:

Highly ambitious. Adept at interpersonal, written and public communication.  
Organized, detail oriented, dedicated

## WORK EXPERIENCE

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01/06/2019 – CURRENT – Damascus , Syria

### **QUALIFYING AND TRAINING COORDINATOR – SYRIAN ARAB RED CRESCENT (SARC) DAMASCUS-SYRIA**

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- Assess training needs for new and existing employees
- Identify internal and external training programs to address competency gaps
- Partner with internal stakeholders regarding employee training needs
- Organize, develop or source training programs to meet specific training needs
- Liaise with subject matter experts regarding instructional design
- Develop training aids such as manuals and handbooks
- Inform employees about training options
- Map out training plans for individual employees
- Present training programs using recognized training techniques and tools

05/01/2013 – CURRENT – Damascus , Syria

### **FIRST AID TEAM LEADER – SYRIAN ARAB RED CRESCENT (SARC) DAMASCUS SYRIA**

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- Respond to all emergency cases
- Participation in the process of transferring cases from hospitals and homes
- Responding to all disasters that result in casualties in various Syrian regions
- Response to various cases infected with corona virus
- Follow up on the work of paramedics on duty
- Training paramedics during their shifts to respond to various cases
- Training paramedics to work as one team at all times
- Training volunteers wishing to join the first aid teams on the approved first aid curriculum

03/01/2013 – 05/06/2018 – Damascus , Syria

### **WAREHOUSE LOGISTICS – SYRIAN ARAB RED CRESCENT (SARC) DAMASCUS SYRIA**

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- Follow up on reports and inventory of warehouses located in all rural areas on a daily basis
- Develop plans to move materials from different warehouses to all departments and partners
- Coordination with all donors to meet all needs as well as covering all the needs of any business
- Purchasing all the necessary needs related to the divisions and branches of SARC
- Monitoring the movement, maintenance and tasks of all the equipment
- Coordination of drivers' tasks and schedules
- Providing support to all employees with regard to equipment and logistical needs

## ● LANGUAGE SKILLS

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Mother tongue(s): **ARABIC**

Other language(s):

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	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken production	Spoken interaction	
<b>ENGLISH</b>	C1	C1	C1	C1	C1
<b>FRENCH</b>	A2	C1	C1	B1	C1

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*Levels: A1 and A2: Basic user; B1 and B2: Independent user; C1 and C2: Proficient user*

## ● DRIVING LICENCE

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Driving Licence: B

## ● TRAINING COURSES

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Principles of Psychosocial Support

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Project Preparation

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Relief Team Workshop

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Advanced First Aid Trainers

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Warehouse Management

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Evacuation Training

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Marine Rescue

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Human Development

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Training for Trainers

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Relief Management Training Workshop

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Training for Trainers of Sphere Program

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- **EDUCATION**

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CURRENT

**Business Administration**

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**Technical Institute of Electricity and Mechanics**

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- **DIGITAL SKILLS**

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Microsoft Word | Microsoft Excel | google | skype | social media | gmail | microsoft powerpoint |  
microsoft office