

PERSONAL INFORMATION



Fahad Mirgani

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Sex Male | Date of birth 17/03/1989 | Nationality Sudanese

WORK EXPERIENCE

24 May 2015–Present

SAP HCM Consultant

Ministry of Petroleum and Gas, Africa Street, 2087 Khartoum (Sudan), www.mop.gov.sd/eng

- Assist the client in the definition of business requirements and the corresponding functional analysis.
- Define gaps between business requirements and as-is processes.
- Work with HR data owners to fix data issues or to re-assign responsibilities.
- Satisfy business requirements by (re)configuring system (software).
- Identify integration issues and develop solutions to these issues.
- Review the functional specification with the ABAP team as well as the Basis and Security teams to ensure their understanding of the functional specifications.
- Work closely with the Development team to ensure that the technical specification and developed application are consistent with the functional specification.
- Develop the necessary test scenarios and test data to completely test new functionality being added.
- Fully documents the results of all testing.
- Provide post go-live support for user problems reported to the ITS Service Desk, and documents these corrections.
- Provide SAP HCM training to end-users which involved the Development of documentation, on-line help, training material and quick reference guides.

Business or sector Information Technology, HR

3 Jul 2013–23 May 2015

HR Generalist

Sudanese Petroleum Corporation, Human Resource Department, www.spco.sd/eng

- Administers various human resource plans and procedures for all organization personnel.
- Assists in the development and implementation of personnel policies and procedures.
- Participates in developing department goals, objectives and systems.
- Administers the compensation program; monitors the performance evaluation program and revises as necessary.
- Conducts recruitment effort; conducts new-employee orientations; monitors career-pathing program; and writes and places advertisements.
- Maintains company organization charts and the employee directory.
- Maintains human resource information system records and compiles reports from the database.
- Maintains compliance with federal, state and local employment and benefits laws and regulations.
- Manage all procurement related processes for HR matters.

Business or sector Human Resource

EDUCATION AND TRAINING

2006 - 2011

MBA in Human Resource Management

Sudan International University, Khartoum (Sudan)

EQF level 7

2006 - 2011

B.Sc. in Computer & Information Systems (Honors)

Sudan University of Science & Technology, Khartoum (Sudan)

EQF level 6

PERSONAL SKILLS

Mother tongue(s)

Arabic

Other language(s)

English

French

UNDERSTANDING		SPEAKING		WRITING
Listening	Reading	Spoken interaction	Spoken production	
Proficient	Proficient	Proficient	Proficient	Proficient
-				
Intermediate	Intermediate	Pre-Intermediate	Pre-Intermediate	Pre-Intermediate
-				

Communication skills

- Active Listening skills
- Excellent Presentation skills
- Excellent contact skills
- Excellent Influential skills
- Public speaking

Organisational / managerial skills

- Commercial awareness
- Decision making skills
- Time management skills
- Teamwork and team-leading skills
- Change management skills
- Prioritization and Sustaining Focus
- Mental organizational skills
- Project management skills

Job-related skills

- Business Analysis
- Requirement elicitation and management
- Business Acumen
- Business Process Improvement
- Customer Relationship Management (CRM)
- Negotiation skills

Digital skills

SELF-ASSESSMENT				
SAP HCM	MS Office Suit	Unified Modelling Language (UML)	System Testing	Problem solving
Proficient user	Proficient user	Proficient user	Independent user	Proficient user

ADDITIONAL INFORMATION

Certifications
Courses

- Certified Expert of Human Resource Management, American Society of Management Consulting (2017).
- Business Analysis course, LKS Training Centre (2015).