Abdulaziz Saeed ALDAYAF
IT Inspection Consultant

✉ ALDAYAF@HotMail.Com   📞 +966-555-246346

🌐 www.ALDAYAF.Com   🐦 @ALDAYAF

Experience Professional:

Capital Market Authority (CMA)
Inspection Department

Executive Advisor, Inspection Department, (Sep. 2014 – up to date)

Responsibilities:
- Monitoring frequently inspection team's activities.
- Communicate and collect all Capital Markets Institution (CMIs) to have their business achievements.

Achievements:
- Building (19) automated synchronized SharePoint systems for (7) Departments.
- Automation inspection paper work to reduce the process time.
- Completing 12, CMIs Cycle visits (Full IT Inspection).

Additional Positions:

- IT Projects coordinator.
- Digital Transformation Inspection Leader.
- Archiving System Administrator.
- Official Inspection Email Owner.
- Inspection Systems Administrator.

Capital Market Authority (CMA)
Information Technology

IT Service Desk Unit Head, IT Department, (Oct. 2007 – Sep. 2014)

Responsibilities:
- Operating CMA IT Service Desk unit and manage SLAs between IT and other CMA Departments.
- Achieving CMA business objectives by providing the agreed IT technical services.

Achievements:
- Building new IT Service Desk team mixed from inside CMA and outsource.
- Re-design all the unit processes and automate around 90% internally.

Additional Positions:
- IT Quality Assurance Team Leader.
- IT CMO Team Leader.
- IT PMO Coordinator.
- IT CA System Administrator.
- SharePoint Supper User.

King Faisal Hospital & Research Center
Information Technology

Senior IT Help Desk, IT Department, (March 1998 – Oct. 2007)

Responsibilities:
- Performing regular Data Center activities.
- Provide technical support for all hospital branches.

Additional Positions:
- CA Systems Administrator.
- E-Form System Owner.
- ICIS Project Technical Support.

Achievements:
- Lead changing from terminal to PC environment.
- Change all KFSHRC printers configuration and build a print server.
- Remote support process.
- Implement CA System environment.

Institute Of Public Administration (IPA)
Information Technology

Senior IT Operator, IT Department, (May 1995 – March 1998)

Responsibilities:
- Monitoring Data Center environment.
- Performing regular Data Center activities.
- Participate the lab training for IPA students.

Additional Positions:
- Practical trainer.

Achievements:
- Enhancing registration printout process.
- Train around 120 new IT Operators.
- Create a process to evaluate new IT Equipment.
- Build new system to have a basic DR.

Education:

Diploma in Operation Certificate (IPA) – 1995
Advanced Operation Certificate (IPA) – 1997

Leadership Training Courses:

- Employee Performance.
- Correcting Performance Problems.
- Managing Performance.
- Performance Management Appraisals.
- Coaching Skills Program.
- SLA & IT Contracts.
- IT Relationship Management.
- Simplification of Work Processes and Procedures.
- Service Desk Manager (SDI).
- Certificate In Operations Management (IIRme).

Technical Training Courses:

- Advanced Operation.
- AIX V4 Basic Plus.
- Service Desk Administration v.6.0.
- Microsoft Server 2003.
- Citrix Presentation Server.
- Microsoft Streamlining Tasks for Improved Productivity.
- Capital Markets International Trends and Developments.
- Certificate in Advanced GRC.
- IT Auditing and IT Fraud Detection.
- Sustaining Business Continuity with Digital Resilience.
- Certified Cyber Security Specialist.

Professional Training Courses:

- ITIL Service Management Foundation.
- Contract Management Principles & Practices.
- MOF 4.0 Foundations.
- Risk Management Professional.
- CobiT Foundation.
- PMP.
- ASQ.
- COSO Based Internal Auditing.
- IT Audit School.
- Capital Market Exam (CME-1).
- Audit Security of Networks.
- CIA Course.
- CISA Course.
- Certified Cloud Security Professional (CCSP).