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Maintenance / Business Continuity

Residential Country : United Arab Emirates Nationality : Romania
Resume Title : Business Continuity Specialist Notice Period : 1 Days

EDUCATION

Qualification	Institute / College /university	Year	Country
B.a	Management Of The European Institutions	2004	Romania

CAREER SUMMARY

Position	Employer	Country	From Month/ Year	To Month/ Year
Officer, Business Continuity Management	Reputed Company	United Arab Emirates	03/2008	/
Network Specialist	National Health Insurance Company	United Arab Emirates	07/2006	02/2008
Manager, Health Services	General Medical Centre Hospital	United Arab Emirates	01/2005	06/2006

ADDITIONAL CERTIFICATE AND TECHNICAL QUALIFICATION

Name Of The Course	Course Date	Valid Upto	Name Of Organisation
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Current Salary (Monthly In Usd): Not Mention Expected Salary (Monthly In Usd): Not Mention

Additional Skills :

Certifications

MBCI, The Business Continuity Institute
PIOR, The Institute of Operational Risk

2015 – present
2009 – present

Specialized courses

International Disaster Management, Bournemouth University, Bournemouth, UK (2014)
Project Risk Management, International Institute for Learning, Inc., Abu Dhabi, UAE (2014)
Project Management Training, KTC, Abu Dhabi, UAE (2013)
Business Continuity Management Systems Implementation Course (ISO 22301:2012), the British Standards Institution, Abu Dhabi, UAE (2013)
Business Continuity Institute Certification Training Course, Steelhenge Consulting, Abu Dhabi, UAE (2011)

Additional Information :

- Provided support to a team of 48 business continuity coordinators representing each business unit to implement the business continuity framework. Engaged with coordinators and business units to develop and implement Business Continuity Plans for the corporate headquarter and all 14 locations within the UAE.
- Managed a total of 9 BCM-related projects, including 5 BCM lifecycles, 2 alternative work area set-ups, 1 Incident Management and 1 Crisis Management implementation project.
- Liaised with risk management unit for identification of resilience risks and prioritization of high risks for escalation to the Risk Management Committee, where I have contributed as active member since 2009.
- Developed and implemented supply chain business continuity process, assessing and reviewing critical partners / suppliers and providing guidance on Business Continuity matters to ensure that they are aligned with Daman BCM strategies and reduce risk.
- Partnered with IT to develop the IT Disaster Recovery Plan and drove testing and exercising activities (i.e. coordinated with business units for test cases preparation, test users training, supervision of test execution, report review and implementation of improvements).
- Lead incident and crisis response, in coordination with senior management and relevant teams, and coordinated incident investigation and reporting.
- Drove the development and implementation of the Crisis Management Plan and Crisis Communications Guidelines, in order to ensure structured approach and effective communication to all relevant stakeholders.
- Increased the organization awareness of Business Continuity through designing and conducting more than 50 trainings and workshops.