

Curriculum Vitae

Seyyed Mohammad Musavi

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Summary of Qualifications/Skills

- Bachelor of Mechanical Engineering
- Fluent in English & Farsi languages
- Author of 5 books to date
- Comprehensive Portfolio & Publications
- International Corporate Experience
- Computer Teaching Experiences
- Strong Computer-related Skills
- Strong Social/Communication Skills

Work Experience

Jun. 2006 to present

Self-employed

I decided to engage in private projects and long-planned entrepreneurial activities including the planning and implementation of various websites and providing online services. In this way I have had enough time to focus on my online activities, authoring, publishing, and studying and at the same time building upon my online customer base.

- Personal website was elected one of top 85 Iranian IT websites (Preliminary 1st stage) – Pars Dargah (IRPDS), Dec. 2008
- Managed to increase translation services customer-base by 90% through SEO, focused advertising, and website and content optimization.
- Achieved “Excellent” ranking based on customer after-service surveys - Dec. 2008

Jan. 2005 to Jun. 2006

SCIRAMED GmbH, Frankfurt, Germany – Iran Office

Medical Services & Sciences Company working in the fields of Continuous Education for Doctors and Dentists through holding seminars and workshops in Iran and in Germany with the collaboration of Mainz University of Medical Sciences and various Medical Universities throughout Iran.

Part-time | Work hours: 40-45 h/w

Business Coordinator - Iran

- Responsibilities included all correspondences between Germany and Iran companies and universities as well as short and long-term planning of company projects. Reported directly to CEO.
- Iran Project Manager for the first Eurasian Collaboration Platform for Medical Sciences.
- Designed and completed planning on procedures and processes for the first Online Collaboration Environment between Iran and Germany.
- Attained contracts with two top Iranian Medical Universities including Tehran University of Medical Sciences and Shahid Beheshti University of Medical Sciences.
- Arranged the dispatch of a 60% Grade 3 burnt patient of Arg mosque accident to Ludwigshafen Medical Facilities – Patient returned home after treatment on his own feet all well.

Feb. 2003 to Jan. 2005

Shamim Kowsar Treatment Services Cooperative, Tehran, Iran

Consisting of over 2800 dentists, 860 clinics and 15 hospitals throughout the country, providing general and specialty treatment services to members.

Part-time | Work hours: 30-35 h/w

IT Manager

In charge of all aspects of company IT and Media needs.

- Contracted, planned and delivered 3 versions company website and administration with full company clinics coverage over the web.
- Established and administered Shamim IT Web Services Division.

International Relations Office Active Member

- Responsibilities included contact between German and Iranian parties and making of arrangements.
- Co-arranged 2 visits from German University officials to the company facilities and clinics.
- Corresponded operations on Iranian war victims by German Surgeons in Iran by tight arrangements between the two countries medical and governmental officials.

Jan. 2002 to Feb. 2003

Nonegar Pardazesh Co.

Specializing in the fields of Web & Multimedia with a comprehensive portfolio of more than 50 projects

Part-time | Work hours: 50-55 h/w – presence and work times differed based on project and demand

Technical Manager

Responsibilities included company network support, employee consultation and arrangements and approval of company contracts.

- Managed to make approve of 5 contracts in the time span of service.
- Provided technical support and consultation to 4 company web designers.

Web & Graphics Designer

- Design and delivery of projects as well as support for other fellow web designer colleagues over technical issues.
- Designed and delivered 13 web projects (Online Portfolio available at www.musavis.com)
- Designed and produced all aspects of X-Pack v1.0 Shareware Pack.
- Designed all company print advertising

Education

Bachelor of Engineering Program – Mechanical Solids Design Engineering

Science & Research Branch, Azad University, Tehran, Iran

Special Training

Marketing & Teambuilding Training, 2006

V-Team International - GITA International

CompTIA Network+ Training, Tehran, Iran, 2005

Dibagaran Institute – MFT (Tehran Institute of Technology)

Scored 98% on final exam

Administrating Microsoft Windows XP Professional, Tehran, Iran 2005

Dibagaran Institute – MFT (Tehran Institute of Technology)

Scored 95% on final exam

Other Educational Skills

Teaching experience in various ICT computer training classes (public & private) including:

- ICT Tehran District 14 – Ministry of Education: MS Windows XP Operating System, Word Processing, Internet & E-mail for teachers and principals
- Tehran District 5: Web Design for students

Additional Personal Information

Foreign Languages

English - Scored 105 out of 120 in TOEFL iBT (Feb. 16, 2008)

Also: Lived in Wollongong, N.S.W., Australia (1991-1996)

Farsi - Mother Tongue

French - Learning

Professional Associations	Irexpert Member Member of Iran's first Online Association of Professionals
Other Memberships	Islamic Azad University Graduates Union Member
Publications	<ul style="list-style-type: none"> • Author of "The Key to Email" Second Edition, ISBN: 978-964-2553-68-8, Kelide Amouzesh Publications, 2008 • Bachelor of Mechanical Design Engineering (BE) University Thesis titled "Design of a Combination Boiler System for an apartment with an area of 120 m²", Scored 18.5/20, 2008 • Engineering Design Methods University Project titled "Design of a Datacenter – Standard Web Server", 2007 • University Research Project on Islamic Thought titled "Mahdaviat: Islam, Other Religions and the West", 2007 • Author of eBusiness Starter Kit (eBook) – A definitive guide to a practical approach towards Online Business • Author of "The Key to Notebook Computers", ISBN: 964-8617-00-7, Kelide Amouzesh Publications, 2006 • Author of "Computer Visual Learners Dictionary", ISBN: 964-8617-50-3, Kelide Amouzesh Publications, 2006 • Article published in Mambolearn.com: "What is CMS?", Farsi, 2006 • Workshop University Project on "Welding", 2006 • Author of "The Key to Computer Networking", ISBN: 964-8617-09-0, Kelide Amouzesh Publications, 2005 • Apprenticeship University Project on "KIA Pride Engine & Gearbox specs. & troubleshooting", 2005 • Computational Mathematics University Project on "Grid Generation", 2004 • Fluid Mechanics University Project on "Evaporation Pumps", 2004
Web/eBusiness Activities	<ul style="list-style-type: none"> • Bemanbegu.com – General Knowledge of the World Around Us (Farsi) – Production State • Zarrebin.ir - First Iranian Web Services Reviews Portal - Under Development Status: Technical Assessment • Providing eServices through personal website
Fields of Interest	<ul style="list-style-type: none"> • Business, Management & Leadership • Online Business and Entrepreneurship • Information Technology • Web Programming & Development
Sports	<ul style="list-style-type: none"> • Cricket: Was School captain in Australia + Swing Baller in Tehran's Cricket Team • Soccer: Was School Goal Keeper both in Australia and Iran • Athletics: I achieved various championship ribbons from my primary school age in Australia in the fields of 1800m Cross Country, 100 & 400 meter Sprint, Long Jump, High Jump and Shot Put
Hobbies	<ul style="list-style-type: none"> • Surfing the Internet • Online Research on new trends and technology • Working on my online projects • Reading Business, IT, and Success related books and articles • Writing • Cooking • Socializing with friends and relatives