#### RASHID SAID SULAIMAN ALQARNI

MSc, MCMI, CIPD Assoc

## **Professional Summary**

- A disciplined and emotionally mature individual who has practically demonstrated leadership, management, and self-awareness.
- An engaging and adaptive manager who has demonstrated the ability to independently handle multitasking and teams of varying scales and priorities, utilizing methodical planning to identified and developed opportunities.
- An experienced trainer, coach and mentor who has developed and, delivered a wide range of training interventions from strategic to tactical in the Royal Air Force of Oman (RAFO), and the Royal Air Force (UK).
- An experienced coach in developing oil and gas SMEs in Human Factors competencies through interactive facilitation and coaching in a controlled simulator environment.
- An enthusiastic personality that is supported by confidence and mental capacity.

#### **Achievements**

#### Lead Associate for Critical Team Performance (CTP), Since November 2014

- Leading a team of SMEs in facilitating a condense three days business simulation intervention for oil and gas graduate engineers at Petroleum Development Oman PDO. The intervention aims to prepare candidates from the non-technical side of their competency build-up. Additionally, it works on developing team work skills, business principals understanding and practice.
- Delivering professional coaching for experienced oil and gas, drilling and well intervention, supervisors' teams in a controlled simulator environment at PDO. The sophisticated simulator provides a numerous range of bespoke scenarios that allow us to monitor and coach teams in a safe working environment. This supports the organisational development and sustainment of professional efficiency at a highly dynamic work environment.

### Head of Training Plans, Officer Cadet Training Wing (OCTW), RAFO, February 2011 - August 2012:

- Managing the design of the first comprehensive two-year cadets' training profile that involved multi stakeholders from across RAFO. Communicating the profile across RAFO led to a significantly improved training management culture which, in turn, supported more efficient training delivery.
- Initiation and management of instructors' professional development workshops that targeted the development of trainers' review and feedback competencies. This created a more engaging work environment at the instructor and management levels.
- Planning, management and review of six separate practical leadership exercises.
- Design and delivery of a bespoke remedial training package which resulted in increasing the quality of trainees' performance and increased the pass rate by 35%.
- Highly effective leadership and management of a team of up to 20 officers and senior non-commissioned officers to deliver and develop leadership training for all cadets within OCTW. This included the assessment of all leadership staff and the provision of professional development via instructor action plans.
- The direct lead of the annual recruitment process where 800-1000 applicants were analysed and assessed. This involved a high effective management of multi-teams in a short timeframe.

#### Exchange Officer, RAF Cranwell, UK, July 2009 - August 2010:

- Led a team of eight Royal Air Force officers and senior non-commissioned officers in the preparation, delivery, assessment and review of the RAF College leadership programme in a multi-cultural environment to an outstanding level.
- Trusted subject matter expert (SME) for departmental staff at all levels in regards to the cultural aspects of training Arabic/Muslim officer cadets which enabled improved trainee management.
- Identified and coached Arabic trainees who were struggling in training and/or personal qualities aspects to provide the cultural dimension in supporting them.

# Head Training Standards and Curriculums Development, Air Movements Training Department (AMTD), Logistics, RAFO, January 2001- October 2005:

• The management and development of an experienced team consisting of six SMEs. The engaging management approach allowed the department to retain three of them from planned early retirement for further

four years. This enabled the training of a new group of instructors and guaranteed the passage of the tacit knowledge to the new instructors and maintenance of training delivery standards.

- Established and maintained the training standards at AMTD to provide excellent training to 220 personnel. This provided a clear outline of targeted goals and performance standards for 12 training courses. This, in turn, sustained better credibility of the training provided. Efforts resulted in a performance-based assessment that got linked to the allowances and promotion scheme.
- Successful design and delivery of 12 courses' curriculums that were running parallel with planned end of course reviews. This included all the courses relevant aspects of booklets, presentations, exercises and exams. The delivery and development focused on both theory and practical aspects of training which led to management high satisfaction upon on-job performance feedback.

# **Career History**

#### **Freelance Professional Trainer**

#### **Various Companies**

#### since November 2014

Supported with a wealth of training experience in different fields, currently working on the Human Resource Development with focus on leadership development, emotional intelligence and human factors. Since November 2014, I have been delivering four different programs on Human factors and performance development for PDO. These Programs are aimed for graduate engineers, supervisors and team leaders through a well-balanced facilitation of theory and practice. Additionally, I facilitate a bespoke work ethics programs for clients upon the analysis of the organisational culture and nature of business.

## Deputy Officer Commanding Air Movements wing, RAFO Masirah, October 2013 - November 2014

- Member of the Air Movements committee established to introduce the new C295 CASA transport aircraft. This committee was tasked to establish and formalise the process of logistic handling on this aircraft. More importantly, the committee produced the weight and balance sheet and all the relevant research and practical trials. This has significantly reduced the work load on Air Movement personnel and reduced the preparation time of trim sheets by 60%.
- Member of the committee formed to introduce the new C-130 J from the logistic side of operations. This has involved the production of a new trim sheet for this aircraft. I produced an initial version of the electronic version of the trim sheet in process to reduce the time and raise the quality of Air Movements' work.
- Member of the committee formed to establish the academic recognition and accreditation for all Air Movements training and curriculums. The committee produced the outline plan for the process which will work as a road map towards the accreditation from Oman Academic Accreditation Authority OAAA.

#### **OCTW, Sultan Qaboos Air Academy**

**Various Roles** 

September 2006 - August 2012

Successfully completed the instructors' skills development course and Officer and Aircrew Cadet Training Unit Staff Induction Course (UK) - a 7-week intensive coaching and mentoring course - before undertaking the roles of Flight Commander, Exchange Officer (UK), Course Commander and Training Plans Officer. Part of all roles, leadership and management were integral areas that proved my professionalism. Always keenly focused on the needs of the cadets and able to design and deliver training, mentoring and coaching to a high standard.

#### Air Movements, Logistics, Directorate

**Various Roles** 

**January 1999 - August 2006** 

Worked as Duty Air Movements' Officer in RAFO Masirah where I was responsible for the direct management of multi-teams in logistic roles. This includes the booking centre, the Air Cargo and the passenger handling section. This post includes a lot of decision making and taking, working under pressure, utilising soft skills in dealing with passengers and staff management. I, then, was appointed the Head of Training Standards and Curriculums Development at the Air Movements Training Department for 5 years. Then I was posted to RAFO Thumrait as a Duty Air Movements Officer.

Sultan Qaboos Air Academy Initial Flying School **January 1998 – August 1998** 

Sultan Qaboos Air Academy Initial Officer Training

September 1995 – August 1997

## **Educational Qualifications**

University of Edinburgh Sultan Qaboos Air Academy MSc Management of Training and Development Diploma in Military Studies,

2012-2013. 1995-1997

## **Professional Qualifications**

_	CIPD Associate	UK	2018
_	Member of Chartered Management Institute MCMI	UK	2018
_	Member of Academy of Human Resource Development AHRD	USA	2018
-	Global Academy for Training and Development - Certified Trainer	UK	2018
-	ILM Level 5 Diploma in Management and Leadership	UK	2015
-	Mobile Team Challenge (MTC) Facilitator	UK	2009
-	Level 4 Certificate in Teaching in a Lifelong Learning Sector	UK	2009
-	Defence Train the Trainer course	UK	2009
-	Certificate in Recruitment & Selection	Dubai	2008
-	Neuro Linguistic Programming (NLP)	Oman	2008
-	Effective Communication and Team Building	Oman	2008
-	Officers' Air Movements (logistics) Course	UK	2004
-	Instructional Techniques Course	UK	2003
-	Officers' Air Movements (logistics) Course	RAFO – Oman	1998

## **Interests**

Reading books, journal articles on HR, leadership and learning and development.

# **Personal Details**

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