



Dr. AYAT ALOMARI



4 of Jun, 1984 - Married



+962792300984



ayat.alomari21@gmail.com



Amman – Jordan / Jordanian

PERSONAL SKILLS

- Hard Work
- Team Work
- MS Office
- Leadership
- Planning
- Time management

LANGUAGES

ARABIC

ENGLISH

INTERESTS

- Scientific Research
- Self development
- Continuous learning
- Critical thinking

Objective

Looking for a job to associate with an Educational organization to provide my skills, Hardworking and eager to get opportunities to improve myself professionally and contribute to the growth of the Educational organization with quality services and youth qualification for work.

Education

❑ Ph.D degree in Business Administration

from Institut Supérieur De Gestion De Tunis University (ISG):2023- Present.

❑ Master's Degree in Management.

from Amman Arab University 2022 - Grade: Excellent.

❑ Bachelor's degree in MIS

from Amman Arab University 2020 - Grade: Excellent.

❑ Diploma degree in MIS

from Arab community College 2019.

Experiences

➤ Trainer courses business at Hope for youth empowerment.

from 2022- Present.

➤ Loan & collection officer in Development & Employment Fund.

From 2016 – Present.

➤ Administrative Assistant and Accounting in Stereoscopic Vision for training & Marketing Consultancy Co.

From Oct 2005 – April 2006 & Feb 2012 - July 2012.

Certificates

- E-Marketing, 2024.
- English Course, 2024.
- Personal Branding Mastery Program, 2024.
- TOT- Training Of Trainers Course, 2023.
- HR- Human Resources Course, 2023.
- PMP- Project Management Professional Course, 2023.
- Managerial skills-2023.
- Management Essentials course, 2022.
- Presentation Skills course, 2022.
- Integrated Management Skills course, 2022.
- English Tofel, 2021.
- New employee orientation, 2021.
- The happiness of the recipient of the service, 2019.
- Improving Debt Collection Skills, 2019.
- Best practices for development financing course, 2019.
- Computer Skills (ICDL), 2018.
- Preparing and evaluating the economic Feasibility study, 2018.
- Communication Skills, 2016.
- Time Management and work stress, 2016.

Knowledge

- Training and qualification of youth category.
- Providing suggestions that help develop goals and help grow and prosper.
- Design and implement business plans and strategies to enhance the achievement of goals.
- Ensure that the organization has sufficient and appropriate resources to complete its activities such as labor, materials, equipment, etc.
- Organizing and coordinating operations in ways that ensure maximum productivity.
- Supervising the work of employees and providing feedback and advice to improve efficiency and effectiveness.
- Maintaining relationships with partners, vendors and suppliers.
- Collect, analyze and interpret external and internal data and write periodic reports.
- Evaluating the organization's overall performance and the extent to which goals are achieved.
- Representing the company in events, conferences, events, etc.
- Ensure adherence to legal rules and guidelines.

Reference

✓ Available upon request