

AMAL A. DAOUD

Kuwait City, Kuwait

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DR.AMAL.A.DAOUD@LINKEDIN.COM

Accomplished and experienced business professional with 20+ years of proven results who is seeking a challenging opportunity that will utilize my passion and expertise in educational administration and program development while broadening my professional development.

I am a highly skilled professional whose experience in developing and managing programs have yielded results that I will make me an asset to any employer or community. Strong ability to drive results through making difficult decisions, setting goals and measuring progress. Equipped with an open-minded approach to receiving and supporting the ideas of others. Demonstrated business acumen with in-depth knowledge of strategic planning and executive management.

SKILL HIGHLIGHTS

Strategic Planning and Development
Detailed Project Management
Modern Technology Integration

Employee Training and Mentorship
Organization and Scheduling
Leadership and Policy Development

Behavioral and Conflict Resolution
Experienced Managerial Skills
Communication and Public Speaking

PROFESSIONAL EXPERIENCE

Ministry of Education

January 2011 - Present

*Intermediate School Instructor
Kuwait City, Kuwait*

- Presented educational material using diverse teaching strategies such as lectures, discussions, demonstrations, and cooperative learning activities designed to effectively address each student's learning style and ability while learning English language and literature.
- Developed an inclusive community to maximize the student experience and create an open and accepting environment for students.
- Provided individual counseling to help students with social, academic, and personal needs while offering feedback to motivate the student.
- Established communication with the guardian to give details of student's progress, growth areas, accomplishments, and possible concerns.
- Coordinated meetings with students, guardians, and counselors to provide feedback, academic intervention and resolve student issues.

Tatweer Consulting Company

January 2017 – Present

*Director – Projects Department
Kuwait City, Kuwait*

- Build strong collaborative working relationships with key business partners and build effective influential working relationships with senior managers, adapting style to meet different stakeholder needs.
- Identify and evaluate new market trends/opportunities, segments and develop these opportunities with varying department in the company to grow support the growth in emerging markets.
- Prepare operational and risk related reports detailing financial metrics and improvement plans to help make proactive decisions.
- Lead staff meeting and conferences to share ideas, concerns and best practices with colleagues and develop plans to achieve goals.
- Maintain a high-volume workload in a fast-paced multicultural environment while providing positive interactions and ensuring the most open and professional environment amongst my colleagues.

Experience Training and Consulting Institution

_September 2021 – Present

*General Manager
Kuwait City, Kuwait*

- Running institution program and training center.
- Identify and evaluate new market trends/opportunities, segments and develop these opportunities with varying department in the company to grow support the growth in emerging markets.
- Design and run the training packages.

Global World Consulting Company

January 2018 – October 2021

*Strategic partner – Projects Department
Kuwait City, Kuwait*

- Build strong collaborative working relationships with key business partners and build effective influential working relationships with senior managers, adapting style to meet different stakeholder needs.
- Identify and evaluate new market trends/opportunities, segments and develop these opportunities with varying department in the company to grow support the growth in emerging markets.
- Prepare operational and risk related reports detailing financial metrics and improvement plans to help make proactive decisions.

Sabah Al Ahmed Center for Giftedness and Creativity

January 2017 – June 2021

*Administrative Consultant / English Instructor (Ministry of Education)
Kuwait City, Kuwait*

- Established the mission statement and administrative plan for the center by creating an organized info-structure, database, and website.
- Collaborate with stakeholder departments and institution on key statistical analyses including student enrollment, student credit hours, academic program modeling, and periodic benchmarking analysis.
- Designed and implemented level appropriate interactive course curriculum while providing detailed weekly and quarterly progress reports to administration and guardians highlighting achievements and/or improvement areas for each student.
- Maintaining a vision of excellence for all grade levels by designing and reinforcing systems necessary for staff team to achieve the vision.
- Managing a detailed budget and supervised the allocation of funds for school supplies, food and snacks, and engaging activities for the students.

Al Bader International Consultants, Inc.

January 2013 – January 2016

*Senior Educational Consultant
Kuwait City, Kuwait*

- Marketed opportunities for higher education to students in the community and enlightened them on the possibilities to study abroad specifically focusing on the opportunities within the Canadian educational system.
- Answered student and parent questions pertaining to all areas of education and admissions including knowledge about application requirements and processing, standardized testing and scoring, obtaining financial aid/scholarships and traveling to study abroad.
- Represented the company as a liaison with key university offices that provided student grants, scholarships, and resources to help successfully acclimate students to their new campus university life.
- Conducted organic growth initiative development and prioritization while growing clientele and providing portfolio assessments.

The Gulf English School

January 2010 – January 2011

*Primary School Teacher
Al Maarefah, Kuwait*

- Created a blended and interactive curriculum, including cooperative learning, simulations, and assessments in accordance to British curriculum standards that would prepare students for country level and international assessments.
- Assisted students with any questions regarding the course material to ensure assignment completion while making sure effectively to accommodate students and students with specials needs so that they can understand the curriculum.
- Established open and communicative relationship with the children and guardians to build an encouraging educational community.
- Collaborated with administration to help provide students with academic intervention or support programs for at-risk students.

English Play Group

January 2001 - January 2005

*Senior Instructor
Kuwait City, Kuwait*

- Assisted students with any questions regarding the course material to ensure assignment completion while making sure effectively to accommodate ESOL students and students with specials needs.
- Established open and communicative relationship with the children and guardians to build a positive and encouraging educational community.
- Collaborated with administration to help provide students with academic intervention or support programs for at-risk students.
- Encouraged the children and their families, thus building and maintaining a positive relationship with students and the entire community.
- Partnered with other instructors to execute creative programs that engage students in learning activities of general knowledge for ages 3 to 5.

EDUCATIONAL BACKGROUND

LEBANESE UNIVERSITY

PH. D IN EDUCATIONAL ADMINISTRATION

BEIRUT, LEBANON
CLASS OF 2021

AL-ALBIYIT UNIVERSITY

M.A. IN POLITICAL SCIENCE

MAFRAQ, JORDAN
CLASS OF 2016

ARAB OPEN UNIVERSITY

B.A. IN ENGLISH LANGUAGE AND LITERATURE

KUWAIT CITY, KUWAIT
CLASS OF 2009

CERTIFICATIONS

ISO 9001/2008 (Internal Auditor).....2015
 IELTS – International English Language Testing System (Overall 6).....2015
 ICDL – International Computer Driving License.....2011

PUBLICATIONS

1. **Daoud, Amal A.**, *The Effectiveness of Strategic Planning in Achieving the Sustainable Development in Higher Educational Institutions in the State of Kuwait*. 2017/ **2021** (In Progress)
2. **Daoud, Amal A.**, *A comparative study between Algeria and Kuwait*, **2021**
3. **Daoud, Amal A.**, *Reading and its impact on building moral leadership and shaping the moral system in educational organizations*, **2021**
4. **Daoud, Amal A.**, *Future Visions for Sustainable Educational Leadership in the Arab World, The First International Maghreb Conference on Updates in Sustainable Development*, **2021**
5. **Daoud, Amal A.**, *The Role of Digital Communication Channels in Establishing and Removing the Concept of Borders and Ideological Implication*, **2018**
6. **Daoud, Amal A.**, *Challenges Facing the Implementation of the Control System (ISO9001) to Measure the Total Quality Management in the State of Kuwait Schools*, **2015**

SERVICE AND OUTREACH

- General Director of the Kuwait Endowment for Orphans, managing development projects for the care of orphans and comprehensive quality assurance.
- Executive Manager of the Orphan Welfare Project in Kuwait City (supporting more than 50 orphans). The first qualitative research/project done in Kuwait of its kind - 2021
- Founded a unit that combines education and philanthropy in Abdulah al Nori charity (Creating more than 15 schools in East Asia, Africa and the Middle East) - 2021
- Executive Manager of the development of a sustainable unit project for Al Qadsia middle school for girls. Structured to maintain quality management and quality control in the educational system of the school - 2021
- Managed and structured a brand new unit in NOG (Giftedness and Education Unit) - Sheikh Abdullah Al-Nouri Charitable Society - 2021
- Created and planned a qualitative project to serve orphans inside Kuwait - Al-Bir Charitable -2021
- Executive Member of the International Project for Quality Control - 2020
- Conducted planning consultations for several programs of the Kuwait Society for Humanitarian Excellence – 2020