

# Ahmed Abusamak, PhD

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## OBJECTIVE

Seeking a position that will utilize my talents and past experiences in directing, coordinating, implementing and Professional Development Programs in the education sector.

## SUMMARY

- 20 years of progressively responsible international development experience in managing and implementing sustainable programs in the education sector.
- Supervising and developing school's educational process as well as exploiting technology in schools.
- Supervising computerizing educational curriculum as well as interactive books.
- Exceptional Training and Development Director with great background in providing leadership and managing the implementation of Learning Development Strategy.
- Extensive experience in training, planning, coordinating, organizing and critical decisions.
- Excellent communication skills and leadership among staff and students.
- Strong management skills.
- Profound computer skills.

## PROFESSIONAL EXPERIENCE

### Head of educational supervision department / Academic Manager

**An International school, Amman, Jordan. 2015-Present**

The school has eight branches, all of which start from kindergarten to grade 12 of secondary stage, where the international general certificate of secondary education (IGCSE) is adapted as school's curriculum.

According to my job title, I've a set of roles and tasks that can be summarized in the following:

- Head of educational supervision department.
- Supervising educational supervisors of all majors.
- Supervising and developing school's educational process as well as exploiting technology in schools.
- Supervising computerizing educational curriculum as well as interactive books.
- Training teachers.
- Training supervisors.
- Supervising plan's preparation and execution.
- Supervising, developing and evaluating the exploitation of interactive curriculum.
- Overseeing the evaluation process in schools and analysis of the results.
- Scrutinizing curriculum as to settle down best, positive and applicable values.
- Supervising the process of designing extra assistive programs and syllabuses.
- Interviewing educational supervisors and teachers.

### Head of Educational Development Programs

**Revenues Academy (Member of Revenues Group) Amman, Jordan 2014 – Present**

- Assist Executive Director in improvement and implementation of Professional Development Programs.
- Manage Education Professional Development Programs Department.
- Report to Executive Director of Revenues Academy.
- Provide Professional Education and Development Training for private school directors and teachers.
- A member of Academy committee that prepares Education Conferences.
- Participate in several Education Conferences.

### Educational Consultant and Professional Trainer

**Freelance Amman, Jordan 2013 – Present**

- Provide Professional Development Training for school directors and teachers.
- Provide different school district with a detailed plan to build the capacity of staff and support their understanding of effective family engagement.
- Provide tools and strategies to empower and equip parents to become better advocates for their children.
- Provide effective strategies to promote powerful families and school partnership.

### Education Specialist

**Agriteam Consulting Canada Ltd**

**Amman, Jordan**

**2012 –2013**

- Assisted in the implementation of the School and Directorate Improvement Project (SDIP), funded by the Canadian International Development Agency (CIDA), in collaboration with the Ministry of Education.
- Supervised monitoring, assessment, and reporting on program activities
- Directed research activities concerned with educational programs and services in school system: Formulates and designs procedures to determine if program objectives are being met.
- Communicated efficiently across the stakeholders: school teachers, school directors, trainers, and Ministry of Education counterparts.
- Developed tests to measure effectiveness of curriculum or services and to interpret pupil intellectual and social development and group and school progress.
- Developed questionnaires and interviews school staff and administrators to obtain information about curriculum.
- Evaluated data obtained from study and prepares narrative and statistical reports for dissemination to school administrators.
- Formulated recommendations and procedures for current and proposed units of instruction.
- Developed in-service training program for schools staff.

### Director of Training and Development

**Alinmaa Educational Company Kuwait, Kuwait**

**2011 –2012**

- Manage Company's Learning Centre - ensuring updates, enhancements, and other improvements to the systems are current.
- Assess employees' needs for training.
- Align training with the organization's strategic goals.
- Create a training budget and keep operations within budget.
- Develop training programs that make the best use of available resources.
- Update training programs to ensure that they are current.
- Oversee training programs, staff, and budgets.
- Manage the delivery of all current training and development offerings for the instructors
- Evaluate the effectiveness of training programs and instructors.
- Teach training methods and skills to instructors and supervisors

### Senior Researcher for Childhood International Studies

**International Al-Tofola Company**

**Amman, Jordan**

**2010**

- Develop and implement individualized plans for students with special learning/behavioral challenges.
- Develop fair and effective discipline plan – objectives, strategies, techniques, and implementation.
- Collaborate with staff, administration, students, and parents utilizing interpersonal and conflict resolution skills

### Training and development Staff Member

Ajman University

Ajman, United Arab Emirate

2002 –2009

- Deliver training to the prospective teachers using a variety of instructional techniques.
- Assess training needs through surveys, interviews with Students, or consultations with managers or instructors
- Design and create training manuals, learning modules, and course materials.
- Monitor and evaluate training programs to ensure they are current and effective.
- Perform administrative tasks such as monitoring costs, scheduling classes, setting up systems and equipment, and coordinating enrollment.
- Conducted appraisals.

### Teacher

Ministry of Education

Dubai, United Arab Emirate

1999 - 2002

UNRWA

Amman, Jordan

1997- 1999

## CERTIFICATION

- **Certified Trainer**  
AdvancED, USA 2014  
Canada Global Center, Vancouver- Canada 2010

## EDUCATION

- **Ph.D. Curricula & Teaching Methods**  
Amman Arab University for graduate studies, Jordan, 2010

## TRAINING COURSES & CONFERENCES

- **E-learning between reality and ambition** Jordan 2013
- **Managing behavior in theory and practice** Jordan 2013
- **Project Management Practical Training** Jordan 2012
- **Classification and Rating of Training Packages** Jordan 2010
- **Preparation of Training Packages** Jordan 2010
- **Total Quality Management in Education** Jordan 2007
- **Statistical analysis using the program SPSS** Jordan 2007
- **Identify training needs** Jordan 2007
- **Time Management Workshop** UAE 2004

## **Conducted the Following Training Courses**

- **Preparation of training packages**
- **Building plan for school development**
- **The methods to identify the training needs for teachers**
- **Curriculums design and development**
- **Ethics and applications of education , training and supervision**
- **Identify and develop the needs for the school staff**
- **Managing the teaching and learning process in the school supervision**
- **Training of Trainers**
- **Concepts and principles of human rights**
- **The development of basic life skills for youth**
- **Emotional Intelligence in teaching**
- **Methods of creative teaching and thinking for students**
- **Modern techniques in educational supervision and leadership**
- **Building moral intelligence for children**
- **Children's education , " self-confidence "**
- **Psychological health care for students**