|  |
| --- |
|  |
|  | **CURRICULUM VITAE** |   |
|  |
| ***Personal Information*** |
|  | ***First name \Middle name \Surname***  | **Alaa Dawoud Zayed** |  |  |
|  | ***Address*** | **HOME** | **OFFICE** |
|  |  | Namra Street | Al-Quds Open University |
|  |  | Behind Hebron Hospital | Faculty of Administrative and Economic Sciences |
|  |  | P. O. Box: 248 | Dura Branch |
|  |  | Hebron, West Bank, Palestine | Dura, Hebron, West Bank, Palestine |
|  | ***Mobile*** | +970-599-999008 | +972-599-999008 |
|  | ***E-mail*** | a0zayed@gmail.com | azayed@qou.edu |
|  | ***Marital Status*** | Married |
|  | ***Nationality*** | Palestinian |
|  | ***Date of birth*** | 12 of April, 1982 |
|  |  |  |
| ***Work Experiences*** |
|  |
|  | ***Date***  | **September, 2011 - Present**  |
|  | ***Occupation*** | Faculty Member |
|  | ***Employer*** | Faculty of Administrative & Economic Sciences, Al-Quds Open University, Dura Branch. |
|  | ***Address*** | Hebron, West Bank, Palestine. |
|  | ***Duties*** | Teach science courses assigned, develop and prepare of scientific materials and study plans for courses that achieve educational goals. Develop educational strategies to suit the different needs of students. Use of technological education and teaching skills to raise the level of benefit to the student. Supervise on students’ projects. |
|  |
|  |  |  |
|  | ***Date***  | **February, 2011 - 2013** |
|  | ***Occupation*** | Part Time Instructor |
|  | ***Employer*** | Hebron University |
|  | ***Address*** | Hebron, West Bank, Palestine. |
|  | ***Duties*** | Teach science courses assigned, develop and prepare of scientific materials and study plans for courses that achieve educational goals |
|  |
|  |  |  |
|  | ***Date***  | **February, 2010 - Present** |
|  | ***Occupation*** | Part Time Instructor |
|  | ***Employer*** | Palestine Polytechnic University |
|  | ***Address*** | Hebron, West Bank, Palestine. |
|  | ***Duties*** | Teach science courses assigned, develop and prepare of scientific materials and study plans for courses that achieve educational goals, supervise on students’ projects |
|  |  |  |
|  | ***Date***  | **September, 2009 - February, 2010** |
|  | ***Occupation*** | Teaching & Research Assistant  |
|  | ***Employer*** | Palestine Polytechnic University |
|  | ***Address*** | Hebron, West Bank, Palestine. |
|  | ***Duties*** | Discuss tutorials Lessons & seminars, analyze cases studies & teach some business topics. Make some researches. Monitor students’ projects |
|  |
|  |  |  |
| ***Academic Qualifications*** |
|  |
|  | ***Date*** | **October, 2008 - July, 2009** |
|  | ***Qualification***  | M. Sc., Business Economics & Management |
|  | ***Institution*** | Business Economics & Management Department, Mediterranean Agronomic Institute of Chania (MAICh), Chania, Crete, Greece. |
|  |
|  |  |  |
|  | ***Date*** | **October, 2007 - June, 2008** |
|  | ***Qualification***  | DSPU, Business Economics & Management |
|  | ***Institution*** | Business Economics & Management Department, Mediterranean Agronomic Institute of Chania (MAICh), Chania, Crete, Greece. |
|  |
|  |  |  |
|  | ***Date*** | **September, 2002 - January, 2006** |
|  | ***Qualification***  | B.A, Contemporary Business Administration |
|  | ***Institution*** | College of Administrative Science and Informatics, Palestine Polytechnic University (PPU), Hebron, West Bank, Palestine. |
|  |
|  |  |  |
|  | ***Date*** | **September, 1999 - June, 2000** |
|  | ***Qualification***  | Tawjihi Certificate, scientific field  |
|  | ***Institution*** | AL-Hussein bin Ali school, Hebron, West Bank, Palestine. |
| ***Training Courses have been Taught*** |
|  |
|  | ***Date*** | **Sep 1, 2019 - Oct 15, 2019** |
|  | ***Course Taught*** | Business model canvas  |
|  | ***Period*** | 15 hours |
|  | ***Organization*** | [IT Center of Excellence, Palestine Polytechnic University](http://it.ppu.edu/en) |
|  |  |  |
|  | ***Date*** | **June 23, 2019 - Aug 23, 2017** |
|  | ***Course Taught*** | Entrepreneurship, Life skills training, business communications, marketing, customer service, business fundamentals, sales techniques |
|  | ***Period*** | 60 hours |
|  | ***Organization*** | [Dura](http://it.ppu.edu/en) Municipality |
|  |  |  |
|  | ***Date*** | **Sep 10, 2018 – Oct 10, 2018** |
|  | ***Course Taught*** | Business Plan  |
|  | ***Period*** | 25 hours |
|  | ***Organization*** | SPARK, a Foundation from the Netherlands |
|  |  |  |
|  | ***Date*** | **Sep 1, 2017 - Feb 1, 2018** |
|  | ***Course Taught*** | Entrepreneurship, Life skills training, business communications, marketing, customer service, business fundamentals, sales techniques |
|  | ***Period*** | 60 hours |
|  | ***Organization*** |  [[Continuing Education Department](http://ced.ppu.edu/en), Palestine Polytechnic University](http://it.ppu.edu/en) |
|  |  |  |
|  | ***Date*** | **Jan 15, 2017 - Feb 2, 2017** |
|  | ***Course Taught*** | Business model canvas  |
|  | ***Period*** | 15 hours |
|  | ***Organization*** | [IT Center of Excellence, Palestine Polytechnic University](http://it.ppu.edu/en) |
|  |  |  |
|  | ***Date*** | **April 25, 2014 - May 5, 2014** |
|  | ***Course Taught*** | Business Model Canvas |
|  | ***Period*** | 10 hours |
|  | ***Organization*** | [IT Center of Excellence, Palestine Polytechnic University](http://it.ppu.edu/en) |
|  |  |  |
|  | ***Date*** | **February 28 , 2013 - March 10, 2013** |
|  | ***Course Taught*** | Entrepreneurship & Business Model  |
|  | ***Period*** | 10 hours |
|  | ***Organization*** | [IT Center of Excellence, Palestine Polytechnic University](http://it.ppu.edu/en) |
| ***Training Courses have been Taught*** |
|  |  |  |  |  |
|  | ***Date*** | **April 12, 2013 - May 2, 2013** |  |  |
|  | ***Course Taught*** | Management Processes  |
|  | ***Period*** | 18 hours |
|  | ***Organization*** | [IT Center of Excellence, Palestine Polytechnic University](http://it.ppu.edu/en) |  |
|  |  |  |  |
|  | ***Date*** | **June 26, 2013 - July 20, 2013** |  |  |
|  | ***Course Taught*** | Entrepreneurship & Business Plan  |
|  | ***Period*** | 20 hours |
|  | ***Organization*** | [IT Center of Excellence, Palestine Polytechnic University](http://it.ppu.edu/en) |  |
|  |  |  |  |
|  | ***Date*** | **February 15, 2012- March 3, 2012** |  |  |
|  | ***Course Taught*** | Project Management |
|  | ***Period*** | 25 hours |
|  | ***Organization*** | [IT Center of Excellence, Palestine Polytechnic University](http://it.ppu.edu/en) |  |
|  |  |  |  |
|  | ***Date*** | **April 22, 2012 – May 12, 2012** |  |  |
|  | ***Course Taught*** | Entrepreneurship & Business Plan  |
|  | ***Period*** | 20 hours |
|  | ***Organization*** | [IT Center of Excellence, Palestine Polytechnic University](http://it.ppu.edu/en) |  |
|  |  |  |  |  |
|  | ***Date*** | **September 14, 2012 - October 1, 2012** |  |  |
|  | ***Course Taught*** | Leadership & Creativity |
|  | ***Period*** | 20 hours |
|  | ***Organization*** | [Career Development & Entrepreneurship Center, Palestine Polytechnic University](http://it.ppu.edu/en) |
|  |  |  |
|  | ***Date*** | **August 8, 2011- September 25, 2011** |  |  |
|  | ***Course Taught*** | Business Plan writing & Entrepreneurship |
|  | ***Period*** | 40 hours |
|  | ***Organization*** | [IT Center of Excellence, Palestine Polytechnic University](http://it.ppu.edu/en) |  |
|  |  |  |  |
|  | ***Date*** | **June 4, 2011- July 30, 2011** |  |  |
|  | ***Course Taught*** | Business Plan writing & Entrepreneurship |
|  | ***Period*** | 40 hours |
|  | ***Organization*** | [IT Center of Excellence, Palestine Polytechnic University](http://it.ppu.edu/en) |  |
|  |  |  |  |
| ***Training & Special Courses Passed*** |
|  |
|  | ***Date*** | **May 1, 2011 - June 1, 2011** |
|  | ***Subject*** | TOT (Training of Trainers) Business Plan writing & Entrepreneurship |
|  | ***Period*** | 40 Hours |
|  | ***Organization*** | Birzet university, project implemented by Najjad Zeenni Information Technology Center of Excellence and funded by Spark. |
|  |
|  | ***Location*** | Birzet, Ramallah, West bank, Palestine. |
|  | ***Content*** | Training of trainer full course, entrepreneurship and business plan writing. |
|  |
|  | ***Date*** | **Jul 1, 2011 - Aug 1, 2011** |
|  | ***Subject*** | Technology commercialization |
|  | ***Period*** | 20 Hours |
|  | ***Organization*** | Birzet university, project implemented by Najjad Zeenni Information Technology Center of Excellence and funded by Spark. |
|  |
|  | ***Location*** | Birzet, Ramallah, West bank, Palestine. |
|  | ***Content*** | Technology entrepreneurship & innovation, technology marketing, business models’ generations and technology entrepreneurship financing. |
|  |  |
|  |  |  |
|  | ***Date*** | **Jul 1, 2007 - Aug 9, 2007** |
|  | ***Subject*** | Employment Generation Program |
|  | ***Period*** | 192 Hours |
|  | ***Organization*** | Palestine Trade Center (Paltrade), Palestinian Enterprises Development (PED) project implemented by Development Alternatives Inc. (DAI) and funded by the United States Agency for International Development (USAID).  |
|  |
|  |
|  | ***Location*** | Galaxy Information System, Ramallah, West bank, Palestine. |
|  | ***Content*** | Project management, computer skills training, business communications, marketing, export and import procedures, customer service, business fundamentals, sales techniques and forecasting, labor law and business ethics and Business etiquette. |
|  |  |
|  |  |
|  |  |  |
|  | ***Date*** | **Nov 28, 2005 - Nov 30, 2005** |
|  | ***Subject*** | Cost & Profitability Workshop |
|  | ***Period*** | 24 hours |
|  | ***Organization*** | Conduct by the Palestinian Enterprises Development (PED) project funded by the United States Agency for International Development (USAID) and implemented by Development Alternatives Inc (DAI).  |
|  |
|  |
|  | ***Location*** | Bethlehem, West bank, Palestine. |
|  | ***Content*** | The importance and core concepts of accounting. Profit and cost analysis. How to use the financial statements and other information, to set objectives, make appropriate decisions and improve the financial situation. |
|  |  |
|  |  |
|  |  |  |
|  | ***Date*** | **Aug 20, 2005 - Aug 27, 2005** |
|  | ***Subject*** | Preparing Managers for Election Advertisement |
|  | ***Period*** | I8 hours |
|  | ***Organization*** | Palestinian Center for Mass Communication & Palestinian Youth Club Center |
|  | ***Location*** | Hebron, West Bank, Palestine. |
|  | ***Content*** | The efficiency of public relation and the mass media on the elections camping and advertisement successes. |
|  |  |
|  |  |  |  |
| ***Research Projects***  |
|  | ***2009*** | Zayed, A. & Pitsoulis, "Implementation of a Branch & Bound Algorithm to Solve Binary Integer Optimization Problems", M. Sc. Thesis, Department of Business Economics and Management, Mediterranean Agronomic Institute of Chania, Greece. |
|  |  |  |
| ***Books*** |
|  | ***Title*** | [Binary Integer Optimization Problems](https://www.morebooks.de/store/gb/book/binary-integer-optimization-problems/isbn/978-3-8443-8892-3) |
|  | ***Sub-title*** | Implementation of a Branch and Bound Algorithm to Solve Binary Integer Optimization Problems |
|  | ***Links*** | <https://www.lap-publishing.com/catalog/details/store/gb/book/978-3-8443-8892-3/binary-integer-optimization-problems?locale=gb> |
| ***Memberships*** |
|  | ***2008 \_ 2009*** | Member of MAICh students council in charge of president, Mediterranean Agronomic Institute of chania (MAICh), Chania, Crete, Greece.  |
|  |  |
|  |  ***2018 \_ 2019*** | Member of the Economic Council, Dura Municipality, Dura, West Bank, Palestine. |
|  ***Skills & Competences*** |
|  | ***Mother tongue*** | Arabic |  |  |  |  |  |  |  |
|  | ***languages*** | English: pretty well in listening, reading, writing and speaking. |
| ***Computer Skills*** | Programming languages: (Pascal, Turbo C, C++ and Visual Basic). Microsoft office (Word, Excel, Access, PowerPoint and outlook). Good command of computer skills.  |
| ***Skills & Competences***  |
|  | ***Special Skills***  | Excellent communication and interpersonal skills. Analytic, problems solving skills and good research skills. Working both as an individual and as one of teamwork. I am reliable innovational, and quick to learn. Working under job pressure. Adapting with change directly and dealing with multinational environment. |
|  |  |
|  |  |
|  |  |
|  | ***Driving license*** | Valid Driving license. |  |  |  |  |  |  |
|  |  |  |  |  |  |  |  |  |  |  |  |
| ***References*** |
|  | ***Name*** | Dr. Feryal Amro |
|  | ***Occupation*** | Faculty Member, Al Quds Open University  |
|  | ***Address*** | Dura, Hebron, West Bank, Palestine  |
|  | ***Phone*** | +972599479660 |
|  | ***E-mail*** | famro@qou.edu |
|  |  |  |
|  | ***Name*** | Mr. Abedel Munem Maraqa |
|  | ***Occupation*** | Faculty Member, Al Quds Open University  |
|  | ***Address*** | Dura, Hebron, West Bank, Palestine  |
|  | ***Phone*** | +972599523214 |
|  | ***E-mail*** | amarqa@qou.edu |
|  |  |  |
|  | ***Name*** | Dr. Akram Ihshish |
|  | ***Occupation*** | Head of Administrative Sciences Department, Palestine Polytechnic University |
|  | ***Address*** | Hebron, West Bank, Palestine  |
|  | ***Phone*** | +972599380320 |
|  | ***E-mail*** | akrami@ppu.edu |