



## W AEL ALhyASat



Amman, As-salt.



w.alhayasat@anu.edu.jo



+962772232996

## PROFILE

Multi-task, efficient and reliable administrative professional with over ten years of experience, I improve internal departmental operations. Accustomed to working in fast-paced environments. Excellent interpersonal skills, ability to work well with others, in both supervisory and support staff roles. Diversified skill sets covering administrative support, client relations, and project management.

## Personal Data

**Date of birth:** Nov 21st, 1975.

**Marital status:** Married.

**Nationality:** Jordanian.

## EDUCATION

- ◆ **P.H. D** - Business Administration. (The World Islamic Sciences and Education University-(Jordan) (2020).
- ◆ **Master** - Business Administration. (AlBalqa Applied University) (2011).
- ◆ **Bachelor** - Business Administration. (Al-Ahliyya Amman University) (2008).

## WORK EXPERIENCE

- Assistant professor, faculty of business administration, Ajloun national university 2023 till now.
- Part-time lecturer, AlBalqa Applied University, 2021-2023.
- Part-time lecturer, AlBalqa Applied University, 2014-2016.
- Managing director, Friends Trading foundation- Jordan, 2000-2024.

## PROFESSIONAL ACTIVITIES

- International Computer driving license.
- Certificate on the University's competence in Business Administration, 2007/2008 from the accreditation authority of higher education institutions.
- Certified trainer in management, public relations and customs clearance.



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## SKILLS

- Analysis Problem-Solving.
- Communication skills.
- Computer skills.
- Ability to work under pressure and keeping
- team work spirit.

## CONTINUED PROFESSIONAL ACTIVITIES

- MACHINE LEARNING WITH PY THON /ML0101EN, PROVIDED BY IBM.
- DATA ANALY SIS WITH PY THON /DA0101EN, PROVIDED BY IBM.
- RECENT TRENDS IN TEACHING AND EV ALUATION.

## Languages

Arabic  
English.

## REFEREED INTERNATIONAL JOURNALS

1. International Computer driving license.
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## TEACHING EXPERIENCE

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- Small project management.
- Public Relations Management
- Principles of Management.
- Operations and Production Management
- Methods of Scientific Research
- Management Communication Skills.
- Government Accounting.
- Communication skills.
- Planning principles.
- Quantitative methods.
- Project management.
- Project feasibility study.