

Mohamed Abdel Fattah Abdel Hameed

MBA | **NCDA** | Career Coach | Career Developer
Educational Stage Deputy – Activities Supervisor-
Educational Development Supervisor

002 0100 8371381 or 00201212425524

0020553666417

mohamedhr78@yahoo.com

Education

- 2024 • **Master of Business Administration (MBA)**, Faculty of Commerce, **Ain Shams University**, with a specialization in Business Administration, **Excellent**
- 2003 • **Special Diploma in Education**, Faculty of Graduate Studies for Education, **Cairo University**, **Very Good**
 - **The Educational Technology Department** (focusing on educational videos) | Grade: **Excellent**
 - **The Curriculum and Instruction Department** (focusing on current issues in curriculum and instruction) | Grade: **Excellent**
- 2002 • **General Diploma in Education**, Faculty of Graduate Studies for Education, **Cairo University**, with a specialization in **Educational Computing** | Grade: **Very Good**
 - This diploma is supervised by the Egyptian Cabinet, Ministry of Communications, Information and Decision Support Center
- May1999 • **BSc in Sports Science**, Faculty of Sports Science, Zagazig University | Grade: **Good**

Additional Academic Qualifications

- July 2021 • **Leaders Preparation Diploma**, **University of Arab African Youth**
- Aug. 2015 • **Mini Master's in Human Resources & Development**, **Oxford**, authenticated by Oxford Training College and the Egyptian Ministry of Foreign Affairs
- 2015 • **Professional Mini MBA**, **Cairo University**, a 12-month program authenticated by Cairo University and the Egyptian Ministry of Foreign Affairs
- 2015 • **Professional Mini MHD**, University of **Cambridge**, a 12-month program authenticated by Cambridge (**London Agency**) and the Egyptian Ministry of Foreign Affairs

Academic Projects

- 2003 • **Graduation Project for the Special Diploma in Educational Technology (Educational Videos Course)**: a documentary on the Ahmed Shawki Museum (**Karmat Ibn Hani'**). I was responsible for the filming, editing, and directing of the documentary. The project received an Excellent grade.
- 2002 • **Graduation Project for the General Diploma in Education**: a multimedia software program about "**the human circulatory system**" developed using Director 8.5. The project received an Excellent grade and was nominated for the Suzanne Mubarak Award for Best Children's Software Program. The project was also presented and discussed in an episode of a TV program called "The Internet" on Channel 3 in 2002.

Work Experience

- Nov. 15, 2018–present**
 - **Career Coach** and Co-Trainer, Services Center for Students with Disabilities, Zagazig University, under the supervision of **USAID** and **AMIDEAST**, Cairo
- Dec. 7, 2024**
 - **Workshop Speaker** (**Productivity During College Years**), Information Technology Institute (**ITI**), Zagazig University, in collaboration with the **Ministry of Youth** and the Sawaed Shabab Masr Association [Egyptian Youth in Action]
- Jan. 2019–present**
 - **Career Development Facilitator (CDF)** certified by the National Career Development Association (**NCDA**), USA, through the American University in Cairo (**AUC**), funded by **USAID**
- Jan. 2019–present**
 - **Career Development Specialist**, University Center for Career Development, Zagazig University, a **USAID** project supervised by the **AUC**

- **7 years** of experience as a **UCCD Trainer & Coach**, preparing students and graduates for the job market
- **820 Workshops**
- **32400 Trainees**
- **16100 Individuals Coaching Sessions**
- **2050 Resume Critique**
- **Marketing Track Trainer- 9 Rounds & Coach**
- **Employability Skills Track Trainer- 2 Rounds & Coach**
- **TOT Coach**

- Trained university students of different specializations in modern **Marketing Strategies**
- Served as a spokesman for the UCCD Egypt project, presenting the project's issues and proposing solutions before the **Minister of Higher Education and Scientific Research** during the project's execution in Egyptian universities
- Participated with the UCCD Egypt team in workshops that aimed to implement the project in Egyptian universities
- Delivered online and offline **workshops** to university students and graduates on CV writing, interview skills, job hunting, career planning
- Gave **coaching sessions** to university students and graduates, providing guidance on professional development and training (career coaching sessions - resume critique - mock interviews - job search one-on-one)
- **Interviewed** Thousands of students to select those qualified for the scholarships offered
- Provided **resume critique** for Thousands of students and graduates
- Delivered **information Sessions** on the services provided by the center on campus and at the center
- Participated in the planning for and execution of the first **job fair** for professional development university centers nationwide, Zagazig University under the supervision of the Ministry of Higher Education and Scientific Research and the AUC
- Participated in the preparation and execution of 3 **round tables** with entrepreneurs, companies, and civil society organizations to discuss job market challenges after COVID

- 2022**
 - Co-lecturer, summer training, Faculty of Physical Education

- 2020-2021 academic year**
 - Co-organizer, **HULT PRIZE**, Zagazig University

- 2019-2020**
 - Panel Judge, **HULT PRIZE**, Zagazig University

- 1434-1436 AH
- **Human Development Trainer**, Aims Center for Administrative and Management Skills | Provided customer service training to the Saudi Electricity Company at the Dammam Training Center in 1434 AH | Trained customer service representatives at **STC (Saudi Telecom Company)** in effective communication skills in 1436 AH
- 2011–present
- **Trainer and Member**, General Union of Administrative and Social Services, **Human Development Trainers Committee**
- 2011–present
- **External Reviewer**, The National Authority for **Quality Assurance and Accreditation of Education (NAQAAE)**, Egypt
- Nov. 1, 2018
- **Student Support Specialist**, Arts Activities Administration, Zagazig University
- 2018-2019
- **Supervised the arts activity organized by Zagazig University** and participated in the Youth Week event in Kafr El Sheikh during the first semester of the 2018/2019 academic year .
- 1436-1439 AH
- **Activity Manager** for 3 years, Alawael Schools, Al Khobar, Saudi Arabia
- 1437-1438 AH
1438-1439 AH
- **Organizer and Supervisor of Talent Programs**, Alawael Elementary Private School, Al Khobar, Saudi Arabia
- 1438-1439 AH
- **Education Quality and Excellence Coordinator**, Alawael Elementary Private School, Al Khobar, Saudi Arabia
- 1432-1439 AH
- **Member**, **Student Activity Council**, Al Khobar Education Office, Eastern Province, Saudi Arabia
- 1438-1439 AH
- **Organizer**, Solid Values Fair, Intellectual Awareness Department, Al Khobar Education Office, Saudi Arabia
- 1438-1439 AH
- **Judge, FIRST LEGO League**, Eastern Province, Saudi Arabia | Served as a table judge to evaluate robot performance and research projects
- 1438-1439 AH
- **Coordinator and Ambassador**, Riyali Program for **Financial Awareness**, Eastern Province, Saudi Arabia
- 1433-1436 AH
- **Coordinator**, Al Salam Private Schools Development Program, Al Khobar, Saudi Arabia | The schools were nominated for the King Abdullah Award for Education Development in 1436 AH.
- 1432-33
1433-34
1434-35 AH
- **Assistant Principal** for 3 years, Al Salam Private Schools, Al Khobar, Saudi Arabia
 - **Quality Team Member**, Al Salam Private Schools, Saudi Arabia | The schools received the Advance Ed and Seta accreditations.
- 1432-33
1433-34
1434-35
1435-36 AH
- **Activity Manager** for 4 years, Al Salam Private Schools, Al Khobar, Saudi Arabia
- 1432-33
1433-34 AH
- **Media Officer** for 18 months, Al Salam Educational Complex, Al Khobar, Saudi Arabia,
- 1433-1434 AH
academic year
- **Event Organizer**, World Arabic Language Day event, Ministry of Education, Eastern Province, Al Khobar, Saudi Arabia

- 1430-1431 AH • **Activity Manager** for 2 years, Al Shafi Private Schools, Taif, Saudi Arabia | I was among those who received the Distinguished Teacher Award for two years.
- 2004-2024 • **Organizer**, ICT Ball (a five-a-side football tournament), sponsored by the Ministry of Communications
- 2005 • Contributed to the supervision and implementation of the **Paralympic Games Tournament** for people with special needs, Al-Sharqia Governorate
- 2005 • Participated in organizing **a festival for people with special needs**, El Rowad Sporting Club, 10th of Ramadan City, Al Sharqia Governorate
- May 2002–Nov. 2018 • **Senior Sports Specialist**, Sport & Youth Directorate, Al Sharqia Governorate
- July 2005 • Supervised the Hurghada Camp as part of the Explore Your Country project organized by the Ministry of Youth
- Since 2004 • Member, American Research Center in Egypt, US Embassy
- Sept. 2003 • Received a certificate of appreciation from Minya Al Qamh Department of Youth for contributions to sports activities
- 2003-2004 • **Supervisor**, Egyptian Youth and Pioneers Festival, organized by the Ministry of Youth
- 2001 • Taught the computer course to primary and preparatory school students for a year at the Ministry of Education
- 2000, 2001 • **Basketball Coach** for players at the ages of 12, 14, and 16
- 1998, 1999 • **Assistant Basketball Coach** for mini-basketball and micro-basketball teams

Training Experience

- 2018-2022 • **Certificate of Appreciation from ILO** (International Labor Organization) under the **USAID**-funded project University Center for Career Development implemented by the **AUC**
- 2021 • **Facilitating Career Development Training**, 120 hours from **NCDA** (National Career Development Association) in the USA, **AUC**
- 2021 • **TOT** (Training of Trainers) certified by **Aspire Training Solutions**, Cairo, implemented by the **AUC**, under the supervision of the USAID and AUC
- Feb. 12-13, 2019 • **Equality Training for People with Disabilities, ILO**, as part of the University Centers for Career Development (UCCD) project
- 2014 • **TOT** certified by **Ain Shams University** | Certificate is verified by Ain Shams University and the Egyptian Ministry of Foreign Affairs
- Dec. 17, 2016 • **TOT** certified by the **British Foundation** | Certificate is verified by the Central Agency for Organization and Administration, the Prime Minister's Office, and the Egyptian Ministry of Foreign Affairs
- Jan. 2004 • **Pre-TOEFL**, Cairo University Center for Foreign Languages and Translation | Score = 580 points.
- Dec. 5-9, 2010 • **External Reviewers for Pre-University Educational Institutions** (training) certified by The National Authority for Quality Assurance and Accreditation of Education (NAQAAE)

Nov.28–Dec.2,2010	<ul style="list-style-type: none"> • Learning Outcomes and Curriculum Maps for Pre-University Educational Institutions (training) certified by the NAQAAE
Nov. 21-25, 2010	<ul style="list-style-type: none"> • Self-Assessment and Improvement Plans for Pre-University Educational Institutions (training) certified by the NAQAAE
1436 AH	<ul style="list-style-type: none"> • National Program for Schools Improvement (Boys), <u>Priority Challenges and Project Development</u>, Eastern Province
1436 AH	<ul style="list-style-type: none"> • First Aid Training for Security and Safety Coordinators certified by Al Khobar Education Office, Training Unit
1436 AH	<ul style="list-style-type: none"> • Advanced Course in Student Activity (20-hour training), Education Department in Eastern Province, Saudi Arabia
1436-1437 AH	<ul style="list-style-type: none"> • Course in student activity (Student Activities and Methods of Activation), Al Khobar Education Office, Eastern Province, Saudi Arabia
1434 AH	<ul style="list-style-type: none"> • Training Program in Education Development certified by the Department of Educational Training and Scholarships, General Directorate of Education, Eastern Province (<u>Development Unit</u>), Saudi Arabia
11/1924 AH	<ul style="list-style-type: none"> • Preparation Program for New Teachers, General Directorate of Education, Taif Governorate, Saudi Arabia
10/1924 AH	<ul style="list-style-type: none"> • Training Program for New Teachers, Al Shafi Private Schools, Taif Governorate, Saudi Arabia
Dec. 2007	<ul style="list-style-type: none"> • Course in Civic Education for Egyptian Youth certified by the <u>Ministry of Youth</u>, in cooperation with the Friedrich Naumann Foundation for Freedom
Apr. 2005	<ul style="list-style-type: none"> • Course in Change Management and Innovation Skills, Administrative Training Department, <u>Ministry of Youth</u>
Apr. 2004	<ul style="list-style-type: none"> • Course in Skills Development for Investment Practitioners, Administrative Training Department, <u>Ministry of Youth</u>
May 2003	<ul style="list-style-type: none"> • Course in enhancing research skills (Educational and Research Skills), Curriculum and Instruction Department, Faculty of Graduate Studies for Education, <u>Cairo University</u>,
Feb. 2002	<ul style="list-style-type: none"> • National Training Program for Newly Appointed Staff, Leaders Preparation Department, Directorate of Youth and Sports, Al Sharqia Governorate
Feb. 17–Apr. 5, 2001	<ul style="list-style-type: none"> • Training Program for Fresh Graduates in Computing, Faculty of Computer and Information Science, Zagazig University, in cooperation with the Ministry of Communications Grade: Very Good (Windows, Word, Excel, PowerPoint, Introduction to the Internet)

Certificates of Appreciation

Feb. 2019	<ul style="list-style-type: none"> • Certificate of Appreciation from Kafr El Sheikh University for supervising the art activity group participating in the University Youth Week event held at Kafr El Sheikh University
First semester 2018-2019	<ul style="list-style-type: none"> • Certificate of Appreciation from Zagazig University, Vice President's Office, for supervising the Theater Festival (a festival for one-act plays)

1438-1439 AH
academic year

- **Certificate of Appreciation from Al Khobar Education Office, Student Activities Unit**, for the successful implementation of student activity programs
- **Certificate of Appreciation from Hedayah Office**, a religious office for dawah [promoting Islamic teachings] affiliated with the Ministry of Islamic Affairs and Endowments, for participating in organizing the Solid Values Fair from 23/6 to 5/7/1439 AH

Conferences

Dec. 8-10,
2021

- **Second Scientific Conference of the Ministry of Higher Education and Scientific Research**, New Administrative Capital, "Global Forum of Higher Education and Scientific Research GFHS 2021"

Dec. 7-8, 2019

- **Regional Career Conference for Universities & Employers**, American University in Cairo (AUC)

Apr. 2017

- Participation in the **First Scientific Conference for Talent and Creativity**, United Arab Emirates (UAE), Sharjah

1436 AH

- Represented the school in the **Annual Experience Exchange Forum** organized by Tatweer Education Holding Company as part of the National School and Education Administration Upgrade Program

Apr. 2005

- Attended the scientific conference titled "**Physical Education and School Sports from an Educational Perspective**" held by the Curriculum and Instruction Department, Faculty of Physical Education, Helwan University, Boys Branch

Apr. 2005

- Attended the scientific conference titled "**Towards Updating Sport Psychology Curricula**" hosted by the Sport Psychology Department, Faculty of Physical Education, Helwan University, Boys Branch

Mar. 2004

- Attended the scientific conference titled "**Human Rights Awareness**" organized by the Faculty of Educational Studies, Cairo University

Sept. 2004

- Attended the scientific conference titled "**Informatics and Education Development**" held at the Cairo University Conference Hall, under the auspices of the Ministry of Higher Education and Scientific Research, Ministry of Education, and Ministry of Communications and Information Technology

July 2005

- Attended a seminar delivered by Dr. Ibrahim Elfiky titled "**The Power of Love and Forgiveness**" among his conferences on human development and neuro-linguistic programming held at the conference hall in Nasr City

Research Projects

2022-2024

- Research work completed as part of the **Master of Business Administration (MBA) coursework**, Faculty of Commerce, Ain Shams University | Human Resources Management, Marketing Management, Organizational Behavior in Global Organizations, Modern Trends in Business Administration, Strategies for Competing in Global Markets, International Business Administration, Advanced Marketing Strategies, Strategic Decisions in Business Administration, and Case Studies in Business Administration

- June 2003** • Research on the **Influence of Brainstorming** on Achieving Educational Objectives for Secondary School Students
- May 2003** • Research on **Curricula in the Arab Republic of Egypt over Half a Century**
- Mar. 2002** • Research on **Artificial Intelligence (AI)**

All the previously mentioned research was conducted through the Faculty of Graduate Studies for Education, Cairo University, and the Faculty of Commerce, Ain Shams University.

Interests & Various Activities

- Continuous Development and Learning .
- Attending conferences and events related to recruitment, professional development, and scholarships for youth in Egypt and abroad.
- Staying informed about the latest updates in the following: modern management systems, human resources development, life skills, and global trends in education quality. | Following up with talented and creative students as well as student activities.
- Participating in scientific conferences related to youth work, management sciences, and education.
- Sharing and exchanging experiences with others.
- Playing and watching national and international basketball games, in addition to interest in all other sports.
- Planning and organizing events for national occasions, as well as events for university and pre-university student activities.
- Collecting photos and rare antiques and visiting art exhibitions.
- Traveling and exploring new places.
- Served as the Secretary of the Cultural Committee, Student Union, Faculty of Sports Science, Zagazig University in 1998.
- Basketball player from 1996 to 1999.
- Participated in the national holidays festivals held in Al Sharqia Governorate from 1997 to 1999 (participant) and from 2002 to 2005 as a supervisor.
- Participated in the University Youth Week festival at Zagazig University in 1995.

Skills

Language Skills

- English: Very Good in reading, writing, speaking, and listening

Computer Skills

- Word & PowerPoint: Excellent
- Excel: Very Good
- Presentation Preparation

References

- References are available upon request