

Haia El-Hasan

Amman, Alyadodah, Jordan
Mobile No.: +962 (0)790297125
Email: haiaelhasan59@gmail.com

PERSONAL INFORMATION

Full Name: Haia Tareq Sadeq Elhasan
Gender: Female
Date of Birth: 21 June 1995
Interests: Reading, travelling, cooking

CAREER OBJECTIVE:

I would like to utilize my skills, education and training experience as well as my passion for developing my career to assist in achieving the organization's objectives. Moreover, I would like to work with other professionals to improve my skills, which will allow me to further contribute in the fields of:

- Decision support systems
- Strategic Information Systems
- Knowledge management systems and information system analysis
- Project Management
- Production and operations
- E-commerce development
- Teaching (management , human resources , computer)

EDUCATIONAL BACKGROUND:

- **Master Degree in Master of Business Administration (MBA) Aug (2021)**
Muatah University, Karak Jordan
- **Bachelor in Management Information Systems (2018)**
Zarqa University, Zarqa, Jordan.

Experience:

- HR coordinator at Robou Al Salam school & kindergarten, Feb-Jun 2023 (volunteer)

SUMMARY OF QUALIFICATIONS:

- English Courses level (intermediate and IELTS preparation) (British Council, Amman Jordan) 2023
- English Courses (British Council, Amman Jordan) 2018
- Communication skills in English
- Communication skills in Arabic

SKILLS:

- Computer skills: Microsoft Office (Word, PowerPoint and Excel)
- Project management, time management, team management.
- Communication skills , leadership and dealing with other

TRAINING:

Several Field training on several core business:

- التدريب لأجل التوظيف (FJIJ) (2020)
- Method Corp, Amman Jordan: Project Management Enablers: field training for 16 weeks at HR, Finance and IT divisions, fall 2017.
- Jordan Islamic Bank: Amman, Jordan. Field training for 8 weeks, summer 2017.
- Al-faqeeh school field training for 4 weeks (2017)

LANGUAGES:

- Arabic native speaker
- English ,(IELTS certificate)