

# C.V.

## Nada H. Al-Hamad

- Nationality: Saudi
- Martial Status: Married
- P.O. Box 7695 Riyadh 11472
- E-mail: nalhamad@ksu.edu.sa

### Professional Experience

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- Vice Dean of Humanities colleges, since Sep.2015.
- Advisor and Assistant of the General Director, Rector's Office, King Saud University (26/06/2010 – Sep 2015)
- Lecturer, Colleague of Business Administration (HR Department), King Saud University (26/06/2010 – present)
- Management Trainer at the Institute of Banking (IOB), (29/06/2009 – 23/06/2010)

#### Responsibilities:

Delivering the following courses:

- *Basics of Management*; (20/02/2010 – 30/06/2010)
  - *Stress Management*; an intensive course of 14 hours (15-16/12/2009)
  - *Skills for Dealing with Subordinates Problems*; an intensive course of 28 hours (14-17/11/2009)
  - *Interviewing Skills*; an intensive course of 21 hours (29/06- 01/07/2009)
- Part-time Consultant, Woman Labor and Recruitment, Ministry of Labor (01/09/2009 – 28/02/2010)
  - Director of Al-Nahda Training and Employment Center, Al-Nahda Philanthropic Society for Women (02/02/2007- 31/03/2010)

#### Responsibilities:

- Supervising the design, delivery and evaluation of many training courses held at the Center
- Signing employment agreements with private employers to establish female sections within their companies
- Facilitating the employment of female job seekers in the local labor market and supervising the overall recruitment processes of the Center

- Participating in the Strategic Planning Committee of Al-Nahda Society
- Launching a new website, on 16/11/2008, to link employers and the female job seekers in the local labor market ([www.tawdeef.com](http://www.tawdeef.com))

## **Education**

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- Master's Degree in Human Resource Management, a GPA of 3.9/4, with Distinction (2006, USA)
- Certificate in Human Resource Management (2005, USA)

## **Professional Membership:**

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- Member of the American Society for Training and Development (ASTD)

## **Main Training Courses/Workshops:**

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- *"Women Leadership Forum in Higher Education"*, Feb 28<sup>th</sup> – March 3<sup>rd</sup> 2016 .
- *"Rubric System For Students Assessment"*, A KSU Course (04-05/03/2013).
- *"Quality Assurance and Improvement in E-learning"*, a workshop within the 3<sup>rd</sup> International Conference for e-Learning and Distance Learning (03/02/2013)
- *Human Resources Forum: Employee Value Proposition-BAE Systems* (12/12/2012)
- *ISO 9001:2008 Quality Management System, Internal Auditor Training Course, Bureau Veritas Certification* (30/04-01/05/2012)
- *ISO 9001:2008 Quality Internal Auditor Course, Quality and Excellence Consultants* (26-27/12/2010)
- *SWOT Analysis, KSU* (04/10/2010)
- *Executive Education Program for Nonprofit Organizations in Saudi Arabia, Columbia Business School and King Khalid Foundation* (23-27/05/2009)
- *Crisis Management, IOB* (09-11/05/2009)
- *Business Strategies Implemented Successfully* (14/01/2008)
- *A Vision to Human Resource Development, Riyadh Economic Forum* (03/12/2007)
- *Requirements for Developing Competency and Improving the Training ROI* (20/02/2007)
- *Train The Trainer, Franklin Covey* (July, 2006)

## **Skills Acquired:**

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- Analytical thinking skills
- Computer skills
- Strong bilingual communication skills (Arabic and English)
- Organization, management, and negotiation skills

#### **Sample of Articles/Press Coverage:**

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- [http://www.aleqt.com/author/nada\\_hamad\\_alhammd](http://www.aleqt.com/author/nada_hamad_alhammd)
- <http://www.alriyadh.com/2009/06/08/article436004.html>
- [http://www.aleqt.com/2008/04/20/article\\_137850.html](http://www.aleqt.com/2008/04/20/article_137850.html)
- <http://www.alwatan.com.sa/news/newsdetail.asp?issueno=3076&id=92617&groupID=0>
- [http://www.aleqt.com/2008/11/18/article\\_165197.html](http://www.aleqt.com/2008/11/18/article_165197.html)
- <http://www.alriyadh.com/2008/12/27/article398004.html>
- <http://www.alriyadh.com/2008/11/11/article386988.html>
- <http://www.spa.gov.sa/cdetails.php?id=608527&catid=6>

#### **Fields of Interest:**

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- Human resources development and management
- Organizational change
- Leadership development
- Strategic planning
- Culture and diversity
- Empowerment and employment of women