

Kingdom of Saudi Arabia
Supreme Education Council
King Saud University

National Commission for Academic Accreditation and
Assessment

Afaf Abaalkhail

C.V: (English)

CURRICULUM VITAE

Afaf A. M. Abaalkhail

**Lecturer of Economics and faculty member of
Business Administration Department, King Saud
University.**

I. Personal Data

Place of birth: Riyadh, Saudi Arabia

Nationality: Saudi.

II. Contact information

Mailing address: King Saud University, Faculty of Business Administration, Economic Department, for girls.

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III. Education

M.A. In Economics, Faculty of Business Administration, King Saud University, 1996. (5 out of 5) with an honor degree.

Thesis titled 'Prospective of oil demand to OECD under environmental constraints'

B.A. In Economics faculty of Business Administration, King Saud University May 1982,

IV. Professional appointments

2007: Deputy of the economic department, girl's section,

1996- Present: lecturer at economic department, faculty of business administration, King Saud University

Holds a distinguished faculty member of the College of business administration for the year 2012

1984 - 1996: Assistant Lecturer, Department of Economics, faculty of business administration, King Saud University

1430 (Hijri calendar): Chairperson of Employment and Training Unit for the graduates Club, school of Business

Member in board of trustees for Riyadh Economic Forum

Head of Staffing and Training Unit and graduates club for the faculty of business administration

V. Teaching

As assistant lecturer (1982-1996)

- Principles of Microeconomics.
- Principles of macroeconomics
- Theory of microeconomics.
- Theory of macroeconomics.
- Mathematical economics.
- Econometrics
- Research

As lecturer (1996-Present)

- Mathematical economics.
- Money and Banking.
- Theory of microeconomics.
- Theory of macroeconomics.
- Economic recourses
- Mathematical economics

VI. Member

Head of the Saudi economic association. Women's section.

VII. Service to the university

- First Employment Forum Coordinator, College of business administration academic year 1427-1428
- Assmbed the accreditation report for the year 1427-1428 H, Economics department.
- Head of the committee of academic schedules for the year 2008, Department of Economics.
- Responsible for registration (add/drop period) for undergraduates during 2006-2010

- Head of the committee of final exams scheduling for the year 2009. Department of Economics.
- Head of examination supervision committee. Department of Economics.
- Head of staffing and training unit for graduates club for the faculty of business administration.
- Head of the organizing committee of the graduation ceremony for the faculty of business administration for the year 2009
- Member of the committee for the graduation ceremony. King Saud University, girl's section 2009
- Member of the Committee of the annual report of Faculty of business administration, Graduate studies Centre for girls.
- Coordinator for a training course "*Basics of Investment securities*" for the undergraduates of the Economics Department, in cooperation with Rafaah consulting office. 2008
- Coordinator for a training course for business and management departments "*Integrated Service in Cooperation with the Customer*" in cooperation with interaction Center for management consulting 2008
- Coordinator for a training course "*Basics of Investment securities 2*" for the undergraduates of the Economics Department, in cooperation with Rafaah consulting office. 2008
- Coordinated a training course for undergraduates of business management department on "*negotiating skills*" in cooperation with interaction Center for management consulting. 2008
- Coordinated a training course for undergraduates in General Management department "*the labor market program initialization*" in cooperation with Mayadeen company for training and development. 2008

- Coordinated a training course for the Economics department's undergraduates "*Readings in Economics in English*" in cooperation with Rafaah for consulting. 2008
- Coordinated a training course for undergraduates in General Management department "*The Labor Market Program Initialization*" in cooperation with Mayadeen company for training and development 2009
- Coordinated a training course for the Economics department's undergraduates "*Readings in Economics in English*" in cooperation with Rafaah for consulting 2009
- Coordinated a training course for accounting department's undergraduates "*Introduction to banking accounting*" in cooperation with Tajy for training (Abu Ghazala group). 2008
- Coordinated a training course, Economics department on "*feasibility studies*" in cooperation with Rafaah for consulting. 2009
- Coordinated a training course for accounting department's undergraduates "*Introduction to contracting companies accounting*" in cooperation with Tajy for training (Abu Ghazala group) 2008
- Coordinated a training course for the economic department's undergraduates "*Readings in Economics in English2*" in cooperation with Rafaah for consulting. 2009
- Coordinator for a training course "*Basics of Investment securities 3*" for Economics department's undergraduates, in cooperation with Rafaah consulting office. 2009
- Coordinator of a lecture entitled "*Development of infrastructure projects and their impact on the national economy*" by H.E. Dr. Jubarra Alsurasiry, The Saudi Minister of transportation.
- Attended a program in: "*Incorporating ICT into college Teaching*". King Saud University during the period of 9-11/1/2011 for a total of 12 training hours.

- Participant in the activities of the workshop on the draft strategic plan of scientific research (SBR). King Saud University, scientific research center. 18/11/2009
- Participant in the activities of the workshop on The National Institutional Accreditation Requirements NCAAA. May 2nd 2010.
- Participant in the workshop “King Saud University programs and the academic achievement of the claims of the beneficiaries”.³⁻¹¹⁻²⁰¹⁰.
- Attended a session in the *"Integration of information and communication technology in university teaching"* which was held at the University during the period of 5-7 \ 2 \ 1432. 12 hours of training.
- Coordinated a training course for students of Business Administration *"Team building"* in collaboration with the Chamber of Commerce in the month of April 2010.
- Coordinated a training course for students of Business Administration *"Feasibility study"* in cooperation with the Chamber of Commerce in the month of April 2010.
- Coordinated a training course for students of Business Administration *"To take decisions and solve problems"* in cooperation with the Chamber of Commerce in the month of May 2010.
- Coordinated a training course for students of Business Administration *"How to Start Your Small Business"* in cooperation with the Chamber of Commerce in the month of May 2010.
- Coordinated a training course for students of Business Management *"Stress Management"* in collaboration with the Chamber of Commerce in the month of May 2010.
- Coordinated a training course for students of Business Administration *"Communication in Business"* in cooperation with Dr. Karima full, Assistant Professor, King Saud University, April 11, 2010.

- Coordinated a training course for students of Business Administration "*Lateral thinking out of the box. Thinking for decision*" in collaboration with Dr. Kirupa Monoharan, Assistant Professor King Saud University, May 12, 2010.
- Coordinated a training course for students of Business Management "*Time Management For Building Managers*" in collaboration with Dr. Kirupa Monoharan, Assistant Professor, King Saud University, May 23, 2010.
- Coordinated a training course for students of Business Administration "*Interpersonal skills and professional development*" in collaboration with Professor Shahinaz Hamed, King Saud University, May 11th, 2010.
- Coordinated a training course for students of Business Administration "*Personality development*" in collaboration with Professor Shahinaz Hamed, King Saud University, May 25th, 2010.
- Coordinated a training course for students of Business Administration "*English for Business*" in cooperation with Dr. Sunila Lopo, King Saud University, May 25th, 2010.
- Coordinated a training course for students Business Administration "*Change management*" in collaboration with Professor Lubna Rizvi, King Saud University, May 9th, 2010.
- Coordinated a training course for students of Business Administration "*Leadership and team building*" in collaboration with Professor Lubna Rizvi, King Saud University, May 29th, 2010.
- Coordinated a training course for students of Business Administration "*Problem solving and decision making*" in collaboration with Professor Lubna Rizvi, King Saud University, June 5th, 2001
- Coordinated a training course for students of Business Administration "*Readings in economy in English*" in cooperation with Rafaah consulting office,16/11/1431 H.

- Coordinated a training course for students of Business Management "*Basics of investing in securities*" in cooperation with Rafaah consulting office which 21/01/1432 H.
- Coordinated a training course for students of Business Administration, "*Preparation of feasibility study*" cooperation with Rafaah consulting office, 01/12/1431.
- Coordinated a training course for students of Business Administration, "*Time Management*" by in collaboration with Othaim Centre for Women's Training, September 2010.
- Coordinated a training course for students of Business Administration "*Successful formula*" in collaboration with Othaim Centre for Women's Training, September 2010.
- Coordinated a training course for students of Business club, "*Email*" in collaboration with Othaim Centre for Women's Training, September 2010.
- Coordinated a training course for students of Business Management Skills "*Planning a profile*" in collaboration with Othaim Centre for Women's Training, September 2010.
- Coordinated a training course for students of Business club "*Seven Habits*" in collaboration with Othaim Centre for Women's Training, September 2010.
- Coordinated a training course for students of Business Administration "*Develop the skills of job seekers*" in collaboration with Othaim Centre for Women's Training, September 2010.
- Coordinated a training course for students of Business club "*Word processing*" in collaboration with Othaim Centre for Women's Training, September 2010.
- Coordinated a training course for students of Business Administration "*Introduction to computer*" in collaboration with Othaim Centre for Women's Training, September 2010.

- Coordinated a training course for students of Business club "*Spreadsheets*" in collaboration with Othaim Centre for Women's Training, September 2010.
- Coordinated a training course for students of Business Administration "*Session offers progressive*" in collaboration with Othaim Centre for Women's Training, September 2010.
- Coordinated a training course for students of Business Administration "*Session establishment and management of projects*" in collaboration with the Foundation of education and training, October 2010.
- Coordinated a training course for students of Business Administration "*Course of Business in English*" in collaboration with the Foundation for education and training, October 2010.
- Coordinated a training course for students of Business Administration "*Income management for small business owners*" in collaboration with the Foundation of education and training, October 2010.
- Coordinated a training course for students of Business Management "*Basics of writing management reports*" in collaboration with the Foundation of education and training, October 2010.
- Coordinated a training course for students of Business Administration "*Watheq program for entrepreneurs*", Dec-Feb 2010-2011, in collaboration with Attendance Centre for Training, King Saud University\Center of University Studies for Girls.
- Participant in the workshop "*Education based on output (PBE)*". Undergraduate Academic Affairs, Girls' University 19 - 20/5/1431, 3-5/04/.2010.
- Attended the session "*Integration of information and communication technology in university teaching*", 9-11/1/2011. 12 hours of training.

VIII. Conferences and forums

Attended and organized several conferences and forums

- Attended and organized the International conference for energy from 17 -19- 2000.
- The International Investment forum, 18th – 20th of December 2005.
- The Second Riyadh economic forum for "*sustainable development*", 2005.
- The eleventh workshop for accounting development "*The role of numerical information in the Capitol market*" 5th-6th December 2006.
- The Saudi economic association conference "*The Saudi money marked, reality, expectations and the future*", 2006.
- The forum for the youth business 2007, "*Youth, the investment for the future*" 6th-7th May 2007
- The Third Saudi forum for sustainable Economic Development, 2007.
- The conference for Industrial clustering in Saudi Arabia SPX.
- Symposium on "*handling an industrial integration in Saudi Arabia*", October 2007
- Symposium on the Effect of the world financial crisis on the Saudi economy. The foundation of prince abdulrahman AlSudairy, Aljouf 2008.
- Symposium on the effect of the financial crisis on various sectors in the Saudi Economy, by Rafeeah for Consulting in association with the Chamber of Commerce, ladies section 2008
- Chairperson of the women's Organizing Committee of the annual meeting of the Saudi economic association on "*Gulf economic integration*", 2009
- Organized a symposium of the Saudi economic association.
- Women's Department coordinated a lecture entitled "*Development of infrastructure projects and their impact on the national economy*" to His Excellency the Minister of Transport Dr. Jabara Al-Suraisry, The Saudi Economic Association.
- Women's Commission coordinated a seminar entitled "*Development of the contribution of women in business*", the Saudi Economic Association, Spring, 7th to 8th March 2009
- Organization of a workshop of the Assembly of the Saudi economy entitled "*Developing the capacity of women entrepreneurs in evaluating investment opportunities*", 2009
- First International Conference on Entrepreneurship, 2009, University of King Saud\Center of University Studies for Girls.

- Organization of a workshop for the Saudi economic association on "*Developing the capacities of women entrepreneurs in evaluating investment opportunities*", 2009
- Participant in the workshop "*The student support quality*" during the academic quality and accreditation week between 4-6 \ 4 \ 2009
- Participant in the workshop "*Knowledge community program*" King Saud University, 2009.
- Participant in the workshop "*The skills of The SME instructors*" King Saud University, Pioneering centre for business, 2009
- The first International Conference of business leadership, 2009, King Saud University.
- Participant in the workshop "*Strategic Plan for Research (SWOT)*" King Saud University, Deanship of Scientific Research, 18\11\2009
- Coordinator for The first annual meeting of the training and recruitment of graduates Club and school of business graduate, Girls' section.
- Coordinator for The first meeting of the graduates club "*With you we advance*" for the training and recruitment unit, College of business administration, University study center for girls, April 2010.
- Coordinator for The second forum of the graduates club "*With you we advance*" for the training and recruitment unit, College of business administration, University study center for girls May/June 2010.
- Participant in the workshop on national institutional academic accreditation requirements NCAAA from 18th February- 2nd May 2010.
- Participant in the workshop on "*Developing software for the knowledge society*", 1430 H
- Participant in a training workshop on "*preparation skills mentor project*" 6th-7th November 2009, 25-26 October 2009 in King Saud University entrepreneurship center.

- Participant in a course "*The development of communication skills and dialogue*" held by the King's Center of national dialogue in Riyadh 26-31/5/2008.
- Participant in the workshop "*Program evaluation(1)*", 24th Shawal 1428 H.
- Participant in the main workshop for selection of issues for the fifth session of the Riyadh Forum, 6-7/4/2010
- Head of the 2nd session for the women's section for the Riyadh Economic Forum events towards sustainable development, entitled "*Water and food security and sustainable development*", 20-22/December 2009, Riyadh International Exhibition Center.
- Participant in the conference "*The plan of development and the future of small projects and jobs*"- Kuwaiti economic Assembly on Monday, 26 April 2010, the State of Kuwait.
- Participant in the workshop "*Effective projects market*"- Kuwaiti economic Assembly on Monday, 26 April 2010, the State of Kuwait.
- Participant in the workshop "*Introduction to social services allocation strategy and activating the role of the private sector, associations, charities*", Ministry of Social Affairs.

IX. Volunteer work

Volunteer guide for The Centennial fund for helping small businesses.

X. Computer skills

Micro Fit for time series analysis.

Rats' for time series analysis.

E-VIEW for time series analysis

Microsoft Word

Microsoft Excel

Microsoft Power Point

XI. Date: May 27th, 2013