

Resume

Personal Information:

Name: Maha Saeed Al-Zailai
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Education

- Master in Business Administration (MBA), Kind Saud University, Riyadh, KSA, 2018.
- Bachelors in International Business Administration, King Abdul-Aziz University, Riyadh, KSA, 2007.

Academic Experience

- Jan 2019- present day
lecturer, Department of Management, Faculty of Business Administration, King Saud University, Riyadh, Kingdom of Saudi Arabia
- April 2011-Dec 2018
Teaching Assistant, Department of Management, Faculty of Business Administration, King Saud University, Riyadh, Kingdom of Saudi Arabia
- October, 2008 – April 2011
Teaching Assistant, Department of Management, Faculty of community College for Girls, King Khalid University, Abha, Kingdom of Saudi Arabia

Academic Publishing:

The Impact of Pay Level Satisfaction and Company Reputation on Work Engagement: A Study on Employees Graduated Between 2010 and 2017 working in Saudi Arabia Universities. *Journal of Management Research*, 2019, Vol. 11, No.3

Work Experience:

- A member of the registration committee.
- A member of the Quality committee.
- A member of the Accreditation committee.
- A member of the post Graduates committee.
- A member of the Final exams committee.
- A member of the Academic Advising Committee
- Head of the Unit of Student activities and Clubs in college of Business Administration.
- Founder and Admen of CBA magazine.

Training Courses and workshop:

- University key performance indicators and benchmarks, 14 October 2020, King Saud University.
- Basics of Cyber security, 15 September 2020, King Saud University.
- Scientific publishing, 20 July 2020, King Saud University.
- Scientific writing skills in research, 7 July 2020, King Saud University.
- Application of academic ethics in electronic tests, 10 April 2020, King Saud University.
- Teaching excellence, 22 February 2017, King Saud University.
- Teaching effectiveness seminar (AACSB), King Saud University.
- Workshops in Quality, 2014-2015, King Saud University:
 - Direction to do Research & Publication.
 - Student Engagement: Follow -Up.
 - Writing Effective Course Report.
 - Still Assurance of Learning.
 - Teaching Effectiveness.
 - Building Rubrics.
 - The CBA Mission Awareness.
 - Scope of AACSB Accreditation / AQ & PQ Faculty Members.
 - Intellectual Contribution Profile of Faculty Members.
 - Advanced Assurance of Learning –Closing the Loop.
 - AACSB-2003 Standers and Faculty Members Role in Accreditation.
 - Analysis of Course Report.
 - AACSB Workshop of Teaching Effectiveness /Student Engagement.
- Micro teaching, 2 January 2014, King Saud University.
- Program in Assessment of Learning Outcomes, 25-26 December 2013, King Saud University.

- Elaborating tables and registration mechanisms, 9-10 march 2013, King Saud University.
- Program in Developing Scientific Research Skills for Academic Staff Members in Saudi University, 18-19April2009, King Khalid University.