



## **Sari Rawhi Shaqour**

### **MPA, Academic Lecturer**

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#### **Contact Information:**

**Address:** Ramallah – Palestine

**Mobile Number:** +972 -598248910

**E-mail:** [saree252@hotmail.com](mailto:saree252@hotmail.com)

**Date of Birth:** 14/9/1989

**Place of Birth:** Tulkarm

**Marital Status:** Married

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#### **Summary:**

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- Holds a Master's Degree in Public Administration from the University of Jordan.
- Academic Lecturer at Al-Istiqlal University (Faculty of Administrative Sciences, Department of Public Administration and Military Sciences).
- Trainer in The Fields: Leadership skills, communication and connection skills, success and personal planning skills.
- Member of the Palestinian Trainers Association 2022.
- Leadership Training Certificate.
- Representative of the department of Public Administration and Military Sciences in the council of the college of administrative sciences for the academic year 2021 – 2022.
- Lecturer – Part Time (First Semester of the Academic year 2017- 2018), Faculty of Business and Economics, Al Quds Open University, Salfet Branch- Palestine. Teaching Insurance Management and Resource Economics.
- 4 years experience in (Talal Abu-Ghazaleh & CO) working as a training coordinator doing preparations, implementation and supervision of the training plan, designing the training programs and materials, and evaluating the training courses, writing reports. 1 year experience in Research field as an "Assistant research" in Birzeit University.
- Volunteer and trainer with (INJAZ organization for 5 years) providing training and lectures in many fields like leadership, management, time management and marketing and other related subjects.

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**Education:**

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**- 2011-2013:**

The University of Jordan – Jordan – Amman 2013, (**Master Degree in Public Administration**, 3.41 Very Good)

**Master Thesis Title:** An Evaluation of the Effectiveness of the Internal Audit in Palestinian Ministries.

**- 2007-2011:**

Birzeit University – Birzeit – Palestine 2007– 2011

BA (**Bachelor Degree in Public Administration**, 77% Good)

**- 2006-2007:**

Tawjehee degree from Al-zawyeh Secondary School 87%.

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**Professional Experience:**

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**1. 2018 – Current**

**Academic Lecturer**, Al-Istiqlal University, Palestine  
Faculty of Administrative Sciences (Department of Public Administration and Military Sciences).

**2. Lecturer – Part Time (First Semester of the Academic year 2017-2018), Faculty of Business and Economics.**

Al Quds Open University, Salfeet Branch, Palestine.  
Teaching Insurance Management and Resource Economics.

**3. 2015 – 2018**

**Training Coordinator**, Talal Abu-Ghazaleh & CO (TAG-ORG), the International Arab Society of Certified Accountants (IASCA), Ramallah, Palestine.

**4. 2013 – 2014**

**Assistant Research**, Center for Development Studies, Birzeit University, Palestine.

**5. 2013 – 2014**

**Sales and Public Relationship**, Ismail Shaqour Company, Salfeet, Palestine.

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## **Teaching and Areas of Training:**

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- Principles of Public Administration.
- Public-private partnership management.
- Administrative control.
- Contemporary management issues.
- Development Management.
- Insurance Management.
- Resource Economics.
- Leadership.
- Management.
- Time Management.
- Marketing.
- Communication.
- Soft skills.
- CV writing skills and Job interviews.
- Success and personal planning skills.

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## **Training programs and Courses:**

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1. Workshop Training (**Communication and connection skills**), (5 hours) on 26 July 2022, Hiwar Center for youth and women Empowerment.
2. Workshop Training (**Training of Trainers**), (10 hours) on 11 September 2017, Injaz Palestine.
3. Workshop Training (**Training of Trainers**), (10 hours) on 6 September 2016, Injaz Palestine.
4. Workshop Training (**Training of Trainers**), (10 hours) on 2 September 2015, Injaz Palestine.
5. **Communication skills and time management**, (4 hours) on 20 march 2016, Talal Abu-Ghazaleh & Co, Ramallah, Palestine.
6. **Marketing skills**, (4 hours) on 24 April 2016, Talal Abu-Ghazaleh & Co, Ramallah, Palestine.

7. Training in Birzeit university, Attended (15 hours) of **project proposal design training** on February (18-19-20, 2014).
8. Workshop Training **on identification of the others, self-confidence and self-reinforcing** (10 hours), on April (22-25-27, 2009), Birzeit university.
9. Training in the ministry of interior from date 22/6/2010 - 10/8/2010 for 224 hours.

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**Skills:**

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- Ability to work as a team member.
- Ability to learn quickly.
- Excellent communication skills.
- Training skills.
- Customers services and marketing skills.
- Research skills.
- Computer skills (Microsoft office, Internet, Email).
- Proposal writing.
- Management reports.
- Time management and negotiation skills.
- Elasticity in dealing with people.
- Leadership skills.

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**Languages:**

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- Arabic: as a mother language.
- English: good in speaking, writing and reading.

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**Interests:**

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- Reading.
- Traveling.
- Sports.
- Volunteer work.
- Community Service.
- Training and Development.

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**Achievements:**

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- Attended a workshop on Leadership Training Conducted by the British Support Team from 25/8/2019 to 27/8/2019 at Al-istiqlal University.

- Leadership Training Certificate (delivered Module 3 of Al-istiqlal Leadership Training Programme under the supervision of the British Support Team From 7/9/2019 to 17/9/2019).
- Got 400 score in toefl exam from the language center in the University of Jordan 2011.
- Volunteer at INJAZ Palestine (INJAZ program such as Leadership and be Entrepreneurial) for the year 2015 – Until now.
- Talal Abu-Ghazaleh International Diploma in IT Skills.
- I have driving license.

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### **Scientific Publications:**

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- Scientific Research Problems among Palestinian university students and suggestions for development. Al-Istiqlal University Research Journal, 2022.

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### **References:**

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<b>Name</b>	<b>Position</b>	<b>Workplace</b>	<b>Email and phone number</b>
Mr. Jamal Milhem	Executive Director	Tag-org. Global Ramallah, Palestine	Email: <a href="mailto:jmilhem@tagorg.com">jmilhem@tagorg.com</a> Mobile: 0599420220
Mr. Belal AL fares	Executive Director	Palestinian Association OF CPAs	Email: <a href="mailto:info@pacpa.ps">info@pacpa.ps</a> Mobile: 0599723546
Dr. Mervat Sharabati-Shahin	Head Dept. of Public Administration	Al-Istiqlal University Jericho, Palestine	Email: <a href="mailto:mervat.shahin@pass.ps">mervat.shahin@pass.ps</a> Mobile: 0592112661
Dr. Abdallatif abuowda	President's Assistant for Planning, Development and Quality	Al-Istiqlal University Jericho, Palestine	Email: <a href="mailto:abuoda@pass.ps">abuoda@pass.ps</a> Mobile: 0597705955