

ALI KHALIL ALASFOOR, PMP®

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PERSONAL INFORMATION

- Gender: Male
- Nationality: Bahraini – Resident in Oman
- Marital Status: Married



Educational Leadership and Management

I lead training and educational institutes towards successful implementation of effective quality practices which fits the review framework of Education & Training Quality Authority, Bahrain (QQA).

I am a certified Project Management Professional (PMP) from the Project Management Institute (PMI) and I hold the Level 7 Diploma in Strategic Leadership & Management from Chartered Management Institute (UK). Those professional development programs are implementation of my personal vision statement focuses on "**Total Sustainable Improvement**".

This niche of theoretical and practical experience allows me to proceed confidently towards achieving organizational and personal goals. As a quality of education consultant I provided guidance and support to educational and training institutes in various educational and academic levels to achieve their target of the QQA review visits.

PROFESSIONAL EXPERIENCE

INSTITUTE OPERATIONS MANAGER

2016 -2017

Polyglot Institute (PI) – Muscat, Oman

Polyglot is 40 years old institute in Oman, it consists of more than 6 languages, technical and management institutes in Oman and in Dubai. I am responsible for the operations management and overlooking of all centres to achieve the business and quality targets. This also includes:

- **Cambridge Assessment:** CEM/CELTA administrator
- **ILM:** Center Administrator, assessor and internal verifier
- **IELTS:** focal point of contact with IDP Education and British Council, Muscat.
- Quality management
- Business development
- Staff training
- Curriculum review and update

INSTITUTE MANAGER

2014 - 2016

Al-Wasat Training & Development Institute (WTDI) - Sanad, Kingdom of Bahrain

I joined WTDI to lead all the business aspects from founding, to running and quality managing the training institute. The institute has successfully awarded grade “good” as per the QQA. My responsibilities included:

- **Leadership and Management:** focus on strategic planning and implementation of quality excellence to enable learners to achieve their goals
- **Learners’ achievement:** plan and implement effective strategies and policies towards supporting learner achievement in all courses and programs as well as measuring the effectiveness of the policies and procedures.
- **Stakeholder satisfaction:** plan and implement strategies to measure the learners and stakeholder satisfaction and to take actions to meet their expectations.
- **Qualification design:** work closely with the QQA to design and develop new qualifications as per the qualification framework. Work closely with the qualification framework department to complete the institute listing process.
- **Quality nominee:** work as quality nominee for the QQA review visits preparation and conduct. As well as the point of contact with the various departments of the quality authority.

QUALITY & DEVELOPMENT MANAGER (Part time)

2006- 2014

Bridge Training Solutions Institute (BTS) - Tubli, Kingdom of Bahrain

At Bridge Training Solutions institute I was responsible for the daily operational management of the institute which covers managing the quality of training, design and development of training programs, training the trainers and improving the overall effectiveness of the institute’s operations. BTS has achieved “Good” according to the QQA review visits.

Head of Career Counseling and Personal Development, Teacher at Technical and Vocational Education

2006- 2014

Ministry of Education, Technical and Vocational Education - Kingdom of Bahrain

For the MOE I worked closely with various departments including the Centre of Excellence and the directorate of vocational education. I worked closely with the international expert team in developing the new General Secondary Vocational Education Certificate. My responsibilities included:

- **Teacher training:** training all new and existing teachers on the implementation of the new qualification as per the quality requirements
- **Quality assurance:** plan, audit and suggest improvements within the quality assurance office to fulfil the quality requirements of QQA and SQA.
- **Curriculum review:** lead and conduct workshop and focus group on curriculum review and update
- **School coordinator:** lead all operations to support the learners academic achievement and personal development as well as to meet learners and stakeholder needs and expectations

OTHER VOCATIONAL & PROFESSIONAL CERTIFICATES

- **ISO Internal Auditor** **2017**
TUV, Dubai
- **Level 7 Diploma in Strategic Leadership & Management** **2016**
Chartered Management Institute, UK
- **Project Management Professional, PMP No. 1928334** **2016**
Project Management Institute , USA
- **Train the Trainer Certificate** **2010**
Center of Excellence - Ministry of Education
- **Career Guidance and Consultancy** **2010**
Center of Excellence - Ministry of Education

EDUCATION & CREDENTIALS

- **Master of Business Administration (MBA)** **2016-2017**
University of Sunderland- United Kingdom
- **BEng In Mechanical Engineering** **2004 - 2006**
University of Bradford - United Kingdom
- **HND Fabrication and Welding** **2002 - 2004**
University of Teesside - United Kingdom

Developed courses for Training & Education:

- Educational Leadership & Management
- Effective Teaching & Training Skills
- Educational Quality Management
- Career Counseling
- Academic Advising

I have conducted quality services for number of educational institutes in Bahrain according to the QQA review guidelines which covered:

- Strategic Planning for an educational institute
- Operational Planning for an educational institute
- Consulting on assessment planning and delivery
- Consulting on training planning and delivery
- Planning, executing and managing quality of education
- Fulfilling the national framework requirements
- Fulfilling national quality authority requirements

I have delivered training in the following areas:**Soft Skills:**

- Time Management
- Leading Teamwork
- Problem Solving
- Communication Skills

Leadership & Management:

- Project Management Professional
- Certified Associate in Project Management
- SWOT Analysis
- Organizational Culture
- Leading Change