

# Duaa Abdel Salam Kiswani

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## OBJECTIVE

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Briefly stated, as a young professional, I am seeking to widen my horizon and to work for an internationally orientated enterprise that offers me a challenging position in which I can fully use my broad set of skills and gain valuable experience.

## EDUCATION

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### University of Jordan

2008-2013

*Bachelor's Degree in Industrial Engineering*

Amman-Jordan

GPA of 3.03 (which translates to very good)

### Al-Manhal International School

*General Secondary Education Certificate Examination (Tawjihi)*

2008

Scientific branch with an average of 91.4

Amman-Jordan

## EXPERIENCE

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### Sales Engineer

*Ferasah Engineering - Amman*

May 2013 - Aug 2013

Being a member of new local Business-to-Business company specialized in engineering products, required my intensive efforts to complete sales cycle, starting from conducting research to identify potential clients, arranging meetings and preparing technical presentation to interest clients in convincing and persuasive manner, suggesting proposals based on clients requirements, all combined with daily follow up till the cycle is ended with products are purchased. And delivered.

### Intern-Logistics and Procurement

*Jordan Mobile Telephone Services (Zain) - Amman*

Jun 2012 - Aug 2012

Took part in daily tasks related to supply chain management. This included forecasting, safety stock control and material requirement planning with the use of Oracle Database. Had a central role within a space utilization project launched by the department.

### Intern-Business Analysis

*Palma Consulting - Amman*

Feb 2012 - May 2012

Worked with the fundamentals of business process management. This included enterprise modeling, process evaluation and conducting AS-IS/TO-BE to achieve business process excellence as part of a project with the use of ARIS Software.

## CERTIFICATIONS

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### **Leadership Entrepreneurial Attitude Development Program**

*Dale Carnegie Training*

Dec 2012-Jan 2013

The program consisted of eight sessions and focused on five areas. This ranged from improving people and communication skills to developing leadership skills using the most appropriate management techniques.

### **Process Modeling Using ARIS Business Designer**

*Palma Consulting*

Feb 2012

Completed a five-day training program in process modeling with the world's leading business process management software.

## PROJECTS

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### **Examining Factors Affecting (Supply Chain) Collaboration Using the Structural Equation**

#### **Model: Evidence from Jordanian Companies**

*University of Jordan*

Sep 2012-Jan 2013

This graduation project aimed at investigating the status of Jordanian organizations by analyzing collaborative networks amongst them. Two models were constructed; Model I to understand the nature of collaboration based on five dimensions and Model II to implement collaboration in supply chain processes.

## SKILLS

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Computer Skills: Microsoft Office (Word, Excel, Power Point, Outlook)

Communication Skills: Promoting teamwork, strong presentation skills, fast problem-solving, handling pressure, talent for leadership, project coordination and time management skills

Language Skills: Arabic (native),  
English (advanced professional working language)

## PERSONAL DATA

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Date of Birth: 13<sup>th</sup> March 1990

Nationality: Jordanian

Address: Grote Markt 33, 9600 Ronse, Belgium

\* Certificates and documents will be presented upon simple request