

Curriculum Vitae

Dr. Ahmed Ibrahim Shahin

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Date of Birth: 2th November 1971

Personal Statement

A self-motivated and hard working professional with experience in all aspects of professional training work. Able to use own initiative and lead or work as part of a team. Proven leadership skills, including managing and motivating other employees to achieve work objectives. An effective communicator at all levels within an organisation. Good problem solving and analytical skills.

Skills

Professional cataloger

Advanced Internet & Email Skills

Text Processing Skills

Computer Networking skills

Organizational Skills

Problem Solving Skills

Data analysis

Researching Skills

Interpersonal Communication Skills

Arabic exultant

English VGood.

Computer Skills.

Education

PhD philosophy In Information Retrieval Systems, Department of Libraries and documentation (the Division of Libraries) - Beni Suef University: Faculty of Arts, in 2009.

PhD. Diploma, Department of Libraries and documentation (the Division of Libraries) - Cairo University - Beni Suef Branch: Faculty of Arts, in 2003.

M.A. of Libraries and Documentation,(Division of Libraries) - Cairo University - Beni Suef Branch: Faculty of Arts, in 2002.

M.A. Diploma of Libraries and Documentation Section (Division of Libraries) - Cairo University - Beni Suef Branch: Faculty of Arts, in 1995.

BA (excellent) of Libraries and Documentation Section (Division of Libraries) - an estimate in a very good - the University of Cairo, Beni Suef Branch: Faculty of Arts, in 1993.

Computer Experience

Excellent in computer skills as user, and Database Designer.

Software Experience

Typing, Windows Operating Systems, Excellent in Microsoft Office software package (Word, Adv.Word, Int.Excel, Adv.Excel, Int.Access, Adv.Access, PowerPoint ,Int.V.Basic, Adv.V.Basic), Internet & E. mail, Adv. Topics&H.P.Design (H.T.M.L), Database Interface Programs. Automation Library Systems

Hobbies & Other Interests.

Reading, walks sport, keeping fit, gym, watching movie.

Current Employment

Assistant Professor { Faculty Of Art / Beni Suef University }
October 2009-till date

Employer Contact

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Website: <http://www.arts.bsu.edu.eg/bsu.aspx?cid=268>

Work History

Instructor	{ Faculty Of Art / Cairo University- Beni Suef Branch }
1996 – 2003	
Teaching Assistant	{ Faculty Of Art / Beni Suef University }
2003 - 2009	
Lecture	{ Mass and Information Science Department, Collage of Art and Science, Qatar University}
Sept 2003 – 2009	

Professional Activity

- **Member of Digital Library** Project at University of Beni Suef, from 2009- till date.
- **Preparing and Overseeing the Digitization** of Theses and information sources of Colleges Libraries at the University of Beni Suef, from 2009- till date.
- **Official Quality Control** of Bibliographic Records at Digital Library Project in University of Beni Suef, from 2009- till date.
- **Member of Quality & Accreditation**, at Faculty of Arts, from 2009- till date.
- **Member** of the Committee of the Whole of the student activity - Qatar University, from the spring of 2008- 2009.
- **Oversee** the preparation and organization of meetings of the Graduate of Mass and Information Science Department, 2008 – Qatar University.
- **Participation** in the organization and preparation of the first forum of the Department of Mass and Information Science, Faculty of Arts and Sciences - Qatar University, Spring 2008.
- **Participation** in the organization and preparation of the first forum for students of the Faculty of Arts and Sciences - Qatar University, Spring 2007.
- **Member** of the Student Affairs Committee - Faculty of Arts and Sciences, Qatar University, from October 2006 - 2009.
- **Member** of the Committee of the Whole of the student activity - Qatar University, from October 2005 / 2006.
- **Member** of the Committee for the library and laboratory and scientific laboratories - the Faculty of Arts and Sciences, Qatar University, from October 2004 - 2009.
- **Academic** advisor program for students of Mass and Information Science Department - Qatar University in the period from 2003 - 2009.

- **Preparation** and participation in the organization of the scientific documents conferences, Cairo University, Beni Suef Branch from 2000 to 2003.
- **Member** of the Committee on the development of Beni Suef University Library - University of Beni Suef, 2003.
- **Member** of the Committee on the development of Beni Suef University Archives, 2000.
- **Participate** in the training programs of "the Center for Leadership Development Beni Suef". Programs of management information systems, in 2000.
- **Preparation** and participation in conferences, the Egyptian Society of Libraries and Information, 1998.

Training Qualifications

- **Professional Trainer**, of NCFLD (National Center for Faculty Leadership Development) regional center (Egypt, North African and the Middle East) of International Board of Certified Trainers (IBCT), Membership No: B468.
- **Associate Trainer**, of NCFLD (National Center for Faculty Leadership Development) regional center (Egypt, North African and the Middle East) of International Board of Certified Trainers (IBCT), Membership No: C472.
- **Computer Trainer**, of ITI (Information Technology Institute) specialized Programming.
- **Project Manager**, of "training in the use of information technology", Faculty of Arts - University of Beni Suef, May 2011- till date
- **Project Manager**, of "management information system MIS", Faculty of Arts - University of Beni Suef, May 2011- till date

Rehabilitation Training

- "TOT Supplementary Program" From 30 April -8 May 2011 in Cairo - organized by the National Center for Faculty and Leadership Development (NCFLD) a regional center of International Board of Certified Trainers (IBCT), North African and the Middle East.
- "TOT Preparatory Program" From 20-24 February 2011 in Cairo - organized by the National Center for Faculty and Leadership Development (NCFLD) a regional center of International Board of Certified Trainers (IBCT), North African and the Middle East.
- Workshop "Institutional Self-evaluation of Higher Education Institutions " From 4-8 July 2010 in Beni Suef - organized by the National Authority to ensure the quality of education and accreditation.
- Workshop " External Review of the Institutions of Higher Education " From 11-15 July 2010 in Beni Suef - organized by the National Authority to ensure the quality of education and accreditation.
- Training course on computer information system (Future), Beni Suef University, 2009.

- Workshop "ACTIVE LEARNING BASED ON LEARNING STYLES" From 18-19 February 2008 in Doha - organized by the Office of Professional Development and the development of education the University of Qatar.
- Workshop "BLACBORD (2)" From 24-26 February 2008 in Doha - organized by the Office of Professional Development and the development of education - the University of Qatar.
- Workshop BANNER in Doha January 9, 2008 - organized by the Department of Admission and Registration - University of Qatar.
- Workshop "The selection criteria for the evaluation mechanism of integrated systems of libraries and information centers" in the period from April 22-26 Doha 2007 (organized by the National Council for Culture, Arts and Heritage, Department of Public Libraries - Library country).
- Training course on computer information system (unicorn), Qatar University, 2006.
- Workshop "strategies and develop the skills of scientific thinking", University of Qatar in the period from 05 January 2006 - organized by the Office of Professional Development and the development of education - the University of Qatar.
- Training session of the Training Center of Computer Science and Information Technology ITCC in the period from 5/10/2002 until 23/10/2002 the following applications:
 - Internet & E. mail, Adv. Topics & H. P. Design (H.T.M.L)
- Training session for instructors of programming devoted Training Center of Computer Science and Information Technology ITCC in the period from 1/7/2001 until 11/11/2001 the following applications:
Typing, Operating Systems, Adv. MS Word, Int. MS Excel, Int. MS Access, Adv. MS Access ,Int. V.Basic, Adv.V.Basic. , Skills training.
- Training course in 1995 the Institute of Computing Technology of the Center for Information and Decision Support ITI, the prime minister on the following programs:
Introduction to Operating Systems, Dos, MS Windows, MS Excel.

Training Activity

- Trainer in Training Course on "MARC 21", Technology Club - Faculty of Arts, Beni Suef University in November 2009 - till date .
- Trainer in Training Course "Libraries Organize and Management Diploma ", Organized by Arab Association for Business Administration, from September to November 2011.
- Trainer in Training Course "Collection development and management" , Center for Preparing Leadership, in Cairo 2009- till date
- Trainer in Training Course "Database & Information Bank" , Center for Preparing Leadership, in Cairo 2009- till date.
- Correspondent for Doha Biblioisalam to provide information sources available in the Library of Qatar University and Qatar National Library .2007 - 2008.

- Trainer in Training Course "Collection development and management", Qatar Independent Secondary School for Girls, in 2008.
- Trainer of practical training Course "information sources on the Internet" Organized by Qatar University, in 2006.
- Trainer in the training Course "information technology in institutions and sources of information" Organized by Doha Biblioislam, 2007.
- Participate in the training programs of "the Center for Leadership Development Beni Suef". Programs of management information systems, in 2000.
- Trainer in the training Course "librarian of libraries school" Organized by Media Center Beni Suef in 2000.
- Trainer in Training Course "Research Scientific Ethics", NCFLD - Faculty of Arts, Beni Suef University in December 2011.
- Trainer in Training Course "Ethical Conduct and Code of Ethics", NCFLD - Faculty of Arts, Beni Suef University in August 2011.
- Trainer in Training Course "Presentation skills", NCFLD - Faculty of Arts, Beni Suef University in January 2011.
- Trainer in Training Course "Strategic Planning", NCFLD - Faculty of Arts, Beni Suef University in May 2011.

Training Course Programs

- MARC 21
- Cataloguing & classification
- Libraries & information technology
- Automation library systems
- Internet Research Skills
- Information Retrieval
- Information resources
- Use of Technology in Teaching
- Credit Hour System
- Student Evaluation Techniques
- Quality Standards in Teaching
- International Research Publication
- Managing Research Teams
- Competitive Research Project
- Research Ethics
- Presentation skills
- Communication skills
- Organizing Scientific Conferences.
- Ethical Conduct and Code of Ethics
- Organization Management & leadership
- Strategic Planning
- Time and Meeting Management
- Record Management

- Computer Skills

Professional Memberships

- Member of the Egyptian Society of Libraries and Information, Cairo / Egypt.