

GHAITH M. KATOAH

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PERSONAL INFORMATION



- Marital status: Married
- Nationality: Jordanian
- Date of Birth : 31/12/1983
- Place of Birth: Amman – Jordan

EDUCATION

2016-2018 **Master Degree (Thesis Track) Business Administration**
Amman Arab University, graduation March/2018 grade (Very Good)

2009 – 2013 **BA. Business Administration, the Arab University For**
Banking And Financial Sciences graduation July/2013 grade(excellent)

2005 – 2006 **Secondary Certificate .**

1999- 2001 **Press Offset, excellent level at VTC.**

EMPLOYMENT

2005 Till Now Royal Jordanian Geographic Center
Administration And Finance Department (HR , Stores &
Procurement) , Royal Jordanian Geographic Center College

2004 – 2005 Military Press
Pressing Technician

1999 – 2001 Cooperative Press Society
Presser Assistant

EXPERIENCE

- **Part time Lecturer at the Royal Jordanian Geographic Center College ,**
Materials (Entrepreneurship & Life Skills)
- **Active Participation in the King Abdullah II Award For Government**
Performance and Transparency For the seventh and eighth sessions
- 2005 -2009 **Administrative clerk in HR Section**
2009 -2014 **Warehouse Officer in Administration Department**
2014 -Till Now **Purchasing Officer & Bid Management in Procurement**
Section

CONFERENCE & WORKSHOP

- Amman – Jordan 2018 Research paper in The third International Conference in “ **Entrepreneurship and Innovation in Small Enterprises**” Amman Arab University
- Workshop in Vienna – Austria 2017, at UN “**Committee On the Peaceful Uses of Outer Space Sixtieth Session**”
- Amman – Jordan 2018 , “ **The 12th Conference Arab Astronomy and Space Sciences**”

TRAINING

- **Microsoft Office** - 78 hours – Internet Time Center
- **ICDL** – 100 hours – UNESCO
- **English Language** – 60 hours – RJGC Center
- **Using HR system** - 60 hours – Civil Service Bureau
- **Special Customer Services**15 hr Althurya Academy
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LANGUAGE

- Arabic : **Mother Tongue**
- English : **Good**

REFERENCES

Mr. yousef al ghlayini – RJGC – 0780388808

Prof. Mohamd Abu Saleh - Amman Arab University - 0795565667