

Name: Ahmad Abed Country: Palestine Institution: BZU - Birzeit University Role: Director of Information and Procedures E-mail: <u>aabed@birzeit.edu</u>

In his current capacity as the Director of Information and Procedures Unit, Ahmad is coordinating with various units to maximize business functionality and efficiency, enhance existing procedures, enhance interdepartmental processes, and move their functions to the electronic space. He is leading an effort to develop and manage a repository of University's policies and procedures. In addition he overseen the process of managing the facilities and space function and assist his colleagues in the VP. office of planning and development in preparing the strategic plan and the development of KPIs and action plans along with the preparing reports and statistics.

He is committed to ongoing professional development and research to ensure currency and innovation in management and problem-solving. He holds an MBA and B.S. degrees in Computer Science from Birzeit University and currently enrolled in the Doctor of Business Administration in Higher Education Management program at the University of BATH, UK. His areas of expertise include:

Polices Management ~ Business Process Management ~ Business Analysis ~ Requirements Engineering ~ Strategic Planning ~ IT Management ~ Project Management ~ Software Development and Databases.