Resume

Noor Al-Khatib

Personal Information

Gender / Marital Status	Female / Married
Date / Place of birth	5/6/1984 Jordan-Amman
Languages	Arabic (Native) and English (Fluent)
Current Address	Amman- Jordan
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Profile

Noor Al-Khatib has more than 8 years of extensive experience as Account Manager and Business Analyst, managing online and mobile applications development and delivery for different government and e-commerce organization in Jordan, UAE and Qatar. During my career I have participated heavily in different business transformation initiatives, by analyzing organizations/ businesses goals & needs, capturing different challenges, prompt opportunities and unleash originations potentials in order to gain the highest return of organizations investments.

Based on the fact that robust business models and strategic vision is not sufficient enough to deliver successful business; organizations asking for my services to define and manage the required actionable short-term and long-term plans required for reliable products/services development & delivery, using mature frameworks and techniques like rolling waves planning, Agile, MVP development techniques, etc. and in accordance with the market status, organization position and business needs.

As most of IT professions specialized on particular domain; **Nour Al-Khateeb** has unique offering where I participated in different domains including Account management, project management, online and mobile application development, support & operation management etc. which gave me a deep insight (based on hand-on experience) on various application management/development life cycle stages and activities, required to oversees and manage critical initiatives effectively and deliver the desired & even exceptional business value.

The following including the main activities I used to do as part of my employment:
- Conduct business analysis for different mobile and online solutions.
- Define products scope and capabilities.
- Managing projects including project plans, schedule, cost, resource, execution …. development
- Manage resource and Leading Technical team.
- Manage stakeholder's expectation and ensure seamless coordination and communication.
- Resolving teams and projects conflicts.

Education

Period 2002 – 2006	University Princess Summaya University for Technology	Degree B.S. in Computer Science

Training and Certificates

- **Trainee at Shetechs which is an initiative by The Information and Communications Technology Association of Jordan (Int@j), supported by GIZ, for women empowerment in Jordan. The program included a 200 hours of an extensive technical training on technologies like HTML5, CSS3, Bootstrap, JavaScript, AngularJS, JAVA (Advanced JAVA Programming), Node.js, ReactJS and React Native.**
- **Adobe Certified Associate in Graphic Design & Illustration Using Adobe Illustrator- 2019.**
- **Adobe Certified Associate in visual design using adobe photoshop- 2019.**
- **Advanced graphic design course at Graphsense center- 2019.**
- **Graphic Design Course with Coders Trust - 2018.**
- **Agile certified Practitioner PMI-ACP- 2016.**
- **Project Management Professional –PMP Course-2013.**
- **Time management and effective thinking.**

Work Experience

Trainee	At SheTechs initiative which includes technical training on technologies like HTML5, CSS3, Bootstrap, JavaScript, AngularJS, JAVA (Advanced JAVA Programming), Node.js, ReactJS and React Native. December 2019 till now.
UX / UI Design	Graphic design and freelancer UX/ UI Designer. 2018 till now.
Product manager	At Varari solutions. February, 2019 till October, 2019.
Product Manager / Mobile Applications Development	At Apprikot solutions. October, 2016 till May 2017 / Jordan – Amman
Hospital Liaison Officer/ Project Manager	Hamad Medical Corporation/Business Process Outsourcing April, 2014 till May 2015 / Qatar – Doha
Business Analyst / Applications Support Lead	Road and Traffic Authority (RTA)/Innokat May, 2011- September 2012 / UAE-Dubai

Trainee	At SheTechs initiative which includes technical training on technologies like HTML5, CSS3, Bootstrap, JavaScript, AngularJS, JAVA (Advanced JAVA Programming), Node.js, ReactJS and React Native. December 2019 till now.
Project Coordinator / Senior Support Engineer	Road and Traffic Authority (RTA)/STS May, 2010- April, 2011 / UAE-Dubai
Senior Java Developer	Specialized Technical Services- PayOne January 2006 – 2009 / Jordan – Amman

Professional IT Skills and Knowledge

UX and Product Design and management Skills

* Translate concepts into user flows, wireframes, mockups and prototypes that lead to intuitive user experiences. Facilitate the product vision by researching, conceiving, sketching, prototyping and user-testing experiences for digital products. Design and deliver wireframes, user stories, user journeys, and mockups optimized for a wide range of devices and interfaces. Identify design problems and devise elegant solutions. Take a user-centered design approach and rapidly test and iterate your designs. Collaborate with other team members and stakeholders. Ask smart questions, take risks and champion new ideas. Work with developers and designers to build user-friendly mobile apps,Work with our UX Manager, Product Owner and Visual Designers to incorporate the visual identity of product owner into features

* Staying up to par with technology, creatively and analytically, by learning and experimenting with emerging technology and SEO reporting/analytics..

Business Analysis and Project Management

* Understand projects business objectives getting clear vision of how to achieve those objectives.

* Obtain information by conducting interviews, working sessions, and site visits to determine the technical, interfacing, and operational requirements and constraints.

* Understand the requirements from the business analysis and how to meet these requirements using the technical and system architectures and System Data Model.

* Conduct reviews of the findings with client management and the staff.

* Diagnose faults and determines corrections during the various testing activities and the production phase.

* Work with QA teams to create System testing scenarios.

* Prioritize independently multiple requests and requirements to meet the client organizational goals.

* Develop Projects Charter, Approach, Plans, Execution Plans .., using PMI Processes & best practices.

* Tailoring PMI Project Management Process using proven SDLC like agile ...

* Resource management and team building by Share objectives inspire and facilitate team capabilities.

* Control project execution by Stakeholders management, risk assessment and management, change management and for sure measure and report project performance.

* Working with different kind on organization including Project, Matrix and functional organizations.

* Managing solutions delivery which required extensive coordination between various project teams & planes.

* Working with different line of business or even different organization.

Communication and Interpersonal skills

* Ability to communicate to all levels of management, end users, and /or team members

* Public speaking and relationships

* Presentation skills

* Ability to work under pressure and meet deadlines.

* Ability to prioritize tasks according to business need

* Ability to analyze root-cause of problems.

* Expert troubleshooter and Problem solver

* Eager to listen, watch, learn and incorporate constructive advice as a team player.

* Quick learner and welling to learn the new technologies.