

RUBA Hijazi

Address Amman, Jordan

Phone +962-79-6103367

E-mail ruba.hijazi@icloud.com

Experienced Program Manager with over 8 years of experience in Innovation, entrepreneurship and ICT for development. Excellent reputation for planning, leading and monitoring the implementation of development projects on the national level, working with different international donors in addition to reporting on the measurable impacts of the programs, accredited with establishing the Mobile Science Lab, expanding the Innovation Lab Program from 3 to 8 labs, and leading the "Ebtekarthon" Forum and Competition that honors innovation.



Education

2017-10 -
Current

M.A: Business Entrepreneurship

Princess Sumaya University for Technology (PSUT)

2005-09 -
2009-12

B.Sc.: Chemical Engineering

University of Jordan



Work History

2015-05 -
Current

ICT4D Program Director

Jordanian Hashemite Fund for Human Development (JOHUD), Amman

- Lead and manage ICT4D program and its projects on national level, programs and projects are:
- **Ebtekarthon, The Innovation labs, Med-up, Social Entrepreneurship, Google learning hubs, Eureka Mobile Science Lab and Access program,**
- Manage the program team and projects across the country.
- Develop program vision and its related strategic action plans with the team.
- Lead the development, implementation and review of the program activities and its impact indicators in



Skills

Problems solving

Excellent

Critical thinking

Excellent

Innovation

Excellent

Team work

Excellent

Budgeting

Very Good

- Coordination and align with donors and stakeholders in entrepreneurship and innovation field locally and globally.
- Ensure timely and comprehensive reports are submitted as required for JOHUD and the donors, sharing best practices, success stories & lessons learned.
- Document achievements as well as assist in external communications using social media, public presentations and newsletters.
- Writing proposals and looking for funding opportunities to start new projects and sustain activities.
- Support other programs and activities of the parent organization (Debates, Debates tournaments, Films Festivals, Photography exhibitions and Youth conferences).
- Representing the organization in national, regional, and international events.

Arabic



Excellent

English



Very Good

Financial reports



Very Good

Leadership



Excellent

Management



Excellent

2012-04 -
2015-05

Eureka (Mobile Science Labs) Coordinator

Jordanian Hashemite Fund for Human Development (JOHUD)

- Design the Curriculum according to the national standards, in addition to the Contribution in design and renovation process of the scientific and environmental labs.
- Organizing, coordination and planning for the activities in different governorates, in addition to conducting hands-on trainings and workshops.

2011

Chemical Analyst Royal Scientific Society (RSS)

2007

Cultural Radio Show Producer HAYAT FM



Accomplishments

- Cultural exchange program in Thailand-Thailand International Cooperation Agency(TICA) (Bangkok, Thailand).
- Speaker at Energy Sector Women's Leadership Forum-USAID.
- Exchange program in USA-USFS
- Exchange program in Finland-Vamos Helsinki
- Training-of-Trainers (TOT) -PBYRC (Amman, Jordan)