

Curriculum Vitae
MOHAMED A. KHAMIS
(July 2023)

PERSONAL INFORMATION

Full Name: Mohamed Abd-Almoniem Khamis Mohamed Shehata

Birthday: 14 November 1978

Place of Birth: Alexandria, Egypt

Marital Status: Married

Nationality: Egyptian



CONTACT INFORMATION

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EDUCATION AND ACADEMIC QUALIFICATIONS

<u>Degree</u>	<u>Major</u>	<u>University</u>	<u>Date</u>
Doctor of Philosophy	Business Administration	Alexandria University, Egypt	Jan. 2019

Dissertation Title: Differential leadership talent as an executive capital in business organizations according to strategic transformation patterns and environmental context.

Dissertation Brief: The study focuses on the leadership competencies of CEOs which represent one of the most critical intangible assets that contribute to the success of business organizations. The study examines and analyzes the competencies of CEOs that played a critical role in the effectiveness and success of strategic transformation occurred in organizations led by those CEOs. The objective of this study is to extract the most critical competencies among successful CEOs in general and the competencies required in each one of three patterns of strategic transformation. In addition, the study aims at extracting the contextual factors that support such competencies. The results show that there are five generic competencies owned by CEOs that contributed to the success of strategic transformations in selected business organizations, in addition to fifteen other competencies required in each of the three patterns (Five for each) of strategic transformation.

Master of Business Administration	Business Administration	Alexandria University, Egypt	Feb. 2009
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Thesis Title: University-industry knowledge linkages (with a focus on Alexandria University).

Bachelor of Commerce	Business Administration	Alexandria University, Egypt	May 2000
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ACADEMIC APPOINTMENTS

<u>Academic Job</u>	<u>Duration</u>	<u>University</u>
Lecturer	May. 2019 – Present	Department of Business Administration, Faculty of Business Alexandria University, Egypt.
Teaching Assistant	2009 – May. 2019	Department of Business Administration, Faculty of Business Alexandria University, Egypt.
Demonstrator	2001 – 2009	Department of Business Administration, Faculty of Business Alexandria University, Egypt.

PUBLICATIONS

Published Papers

- Khamis, M. A.; Abdallah, H. Y. and Hassan, R. M. (2023). The effect of organizational and individual factors on the degree of knowledge sharing: The moderating role of individual's motivation to learn. *Journal of Alexandria University for Administrative Sciences*, 60(1), 101 – 155.
- Khamis, M. A. and Ashour, A. S. (2021). Leadership competencies supporting strategic transformation success in global companies. *Arab Journal for Management*, 40(4).
- Khamis, M. A. (2013). Enhancing technology commercialization in Egypt: Lessons from the Malaysian case. Proceedings of the 40th. AEAS Conference on Technology Transfer and Commercialization, Alexandria, Egypt, Dec. 28th – Dec. 30, 2013.

Under Review Papers

- Entrepreneurial orientation of university students and their academic performance.
- Assessment of entrepreneurship funding initiatives in Egypt.

TEACHING/PEDAGOGIC ACTIVITIES

Courses Taught at the Bachelor Level

- ***Principles of Management*** (Alamien International University - Alexandria University).
- ***Organizational Behavior*** (Alexandria University - Alamien International University).
- ***Human Resources Management*** (Alexandria University - Egyptian – Japanese University for Science and Technology).
- ***Strategic Management*** (Alexandria University and Egyptian – Japanese University for Science and Technology).
- ***Performance Management*** (Alexandria University - Egyptian – Japanese University for Science and Technology).
- ***Compensation*** (Alexandria University).
- ***Leadership*** (Alexandria University).
- ***Entrepreneurship and Innovation*** (Alamien International University and Alexandria University).
- ***Financial Management*** (Alexandria University).
- ***Investment and Portfolio Management*** (Alexandria University).
- ***Stock Valuation*** (Alexandria University).
- ***Financial Markets and Institutions*** (Alexandria University).
- ***Quantitative Business Analysis*** (Alexandria University).
- ***Business Ethics*** (Alexandria University - Alamien International University).
- ***Knowledge and Innovation Management*** (Alexandria University).
- ***Management Information Systems*** (Alexandria University).
- ***Japanese Business and Management Practices*** (Egyptian – Japanese University for Science and Technology).
- ***Labor Relations in Egypt and Japan*** (Egyptian – Japanese University for Science and Technology).

Courses Taught at the MBA Level

- ***Entrepreneurship and Small Business Management*** (Alexandria University).
- ***New Trends in Management*** (Alexandria University).
- ***Managing Performance*** (Alexandria University - Egyptian – Japanese University for Science and Technology).

Courses Taught at the **EMBA Level (Executive Education)**

- **Organizational Behavior and Development** (Alexandria University).
- **Leadership** (Alexandria University).
- **Strategic Management** (Alexandria University).
- **Human Resource Management and Development** (Alexandria University).
- **Performance Management** (Alexandria University).
- **Principles of Business Excellence** (Joint program between Hamdan Bin Mohammed Smart University (HBMSU) and Alexandria University).
- **Innovation Strategies** (Joint program between Hamdan Bin Mohammed Smart University (HBMSU) and Alexandria University).

Learning Platforms/Course Management Systems Used

- Moodle©
- Blackboard©
- Microsoft Teams©
- Google Classroom©

PROFESSIONAL AND ADMINISTRATIVE APPOINTMENTS

- **Assistant to the Dean of Faculty of Business, Alexandria University (August 2021 – July 2022).** Responsible for academic and administrative development initiatives.
- **Program Manager and Board Member, Executive MBA program (August 2021 – Present).** Responsible for academic supervision of the program, its activities, progress and improvement.
- **Program Manager and Board Member, Executive DBA program (August 2021 – Present).** Responsible for academic supervision of the program, its activities, progress and improvement.
- **Assistant to Vice-Dean for Graduate Studies and Research, Faculty of Business, Alexandria University (Jan. 2019 – August 2021).** Responsible for (In cooperation with the Vice-Dean for Graduate Studies and Research):
 - Setting a plan for institutional development in graduate and research sector.
 - Setting and follow up action plans and building capacity initiatives.
 - Documenting all the bylaws and study rules in customized and usable form.

- Designing and establishing an electronic platform for communication and interactions with all stakeholders of the sector.
- Helping in introducing a full functioning electronic system for managing all administrative processes concerning the graduate sector in the Faculty of Commerce.
- Helping in organizing the first forum for graduate in July 2019.
- **Editing Director, Journal of Alexandria University for Administrative Sciences (Formerly Journal of the Faculty of Commerce for Scientific Research, Faculty of Commerce, Alexandria University) (November 2018 – January 2022).** Responsible for:
 - Rebranding the journal name to reflect the recent global trends in scientific journals administration.
 - Redesigning the administrative system of the journal.
 - Redesigning the review process.
 - Setting a totally new bylaw for the journal.
 - Redesigning and refining the publication manual of the journal.
 - Communicating and coordinating with the Egyptian Knowledge Bank to set up and manage an electronic page for the journal.
- **Head of Administrative Development Committee, Faculty of Commerce, Alexandria University (October 2018 – July 2019).** Responsible for:
 - Reengineering the administrative processes conducted by the Administrative Affairs Department (Human Resources Department) in the Faculty of Commerce, Alexandria University.
 - Designing internal performance management system for all employees.
 - Redesigning the forms and documents related to the administrative services to the faculty members and employees.
 - Preparing user manuals for all the administrative processes.
- **Board Member, Quality Assurance Unit (QAU), Faculty of Commerce, Alexandria University (November 2018 – July 2019).** Responsible for:
 - Participating in developing the strategic plan of the unit.
 - Restructuring the role profile of the unit.

- Participating in preparing the academic programs provided by the Faculty of Commerce for accreditation.
- **Board Member, Quality Assurance Directorate, Alexandria University (August 2017 – July 2019).** Responsible for:
 - Developing the role profile of the directorate.
 - Developing the internal bylaw of the directorate.
 - Leading the standardization efforts of forms and documents in all faculties and institutes in Alexandria University.
 - Working with IT unit at Alexandria University to transform the administrative processes into automated system.
 - Documenting the administrative system of Alexandria University to be accredited and certified (ISO 9001 – Version 2015 certificate was gained in July 2018).
- **Member, “Committee for Planning, Follow up and Administrative Reform”, Alexandria University (August 2017 – July 2018) (Led by Prof. Alaa Ramadan, Vice of President of Alexandria University for Community Development and Environmental Affairs).** Responsible for (leading a 7-member team):
 - Reengineering the administrative processes conducted by the Central Department for Administrative Affairs in Alexandria University and its corresponding units in the 23 faculties and institutes (39 administrative processes).
 - Unifying and standardizing 56 forms and documents used in that department across all the faculties and institutes.
 - Preparing and publishing user manuals for all the administrative processes and services provided by the department.
 - Designing and Establishing the online portal of administrative services.
- **Member, Adhoc Committee for Redesigning the Organizational Structure of Alexandria University (November 2017 – April 2018) (Led by Prof. Ali Messallam, Professor of Organization Studies).** Participating in:
 - Redesigning the organizational structure for Environmental Affairs and Community Services Sector and Secretary General Sector.
 - Updating the role profile and description of the internal units in the above two sectors.

CONSULTING AND DEVELOPMENTAL PROJECTS

- Participated as a consultant in a project aimed at developing a totally new performance management system for the public employees working in all governmental entities in Egypt. The project was conducted from Oct. 2018 to April 2019 and led by Prof. Ahmed Sakr Ashour (Senior Consultant). The project was supervised by The Central Agency for Organization and Administration and Ministry of Planning, Follow up and Administrative Reform.
- Participated as an assistant (Under supervision of Prof. Ahmed Sakr Ashour – Workshop Consultant and Provider) in preparing and providing a 2-day workshop entitled “Challenges of Good Governance in Post-Conflict and Transition Arab Countries” provided to GIZ employees (Yemen Branch), held in Cairo, Egypt (30th. Sep. – 1st. Oct. 2017).
- Participated as an assistant (Under supervision of Prof. Ahmed Sakr Ashour – Senior Consultant) in diagnosing and assessing the HR system of Alexandria Container & Cargo Handling Company (2014).
- Participated as an assistant (Under supervision of Prof. Ahmed Sakr Ashour – Workshop Consultant and Provider) in the preparation of materials of the workshop that organized by UNDP in June 2013 and provided to Iraqi Inspectors General. The workshop covered Strategic Management, Results-based Management, Key Performance Indicators, Performance Management System and Change Management.
- Was a member of ASRT team to disseminate the concept of Technology Commercialization in Egypt (May 2013 – November 2013).
- Participated as a member in 3-member team in preparing a proposal to establish Technology and Innovation Commercialization Office (TICO) in Alexandria University. The office’s main role is to enhance technology commercialization in Alexandria University. This proposal was submitted to Academy of Scientific Research and Technology (ASRT) of Egypt in 2013. ASRT approved for a fund of L.E. 700,000.
- Participated as an assistant (Under supervision of Prof. Ahmed Sakr Ashour – Senior Consultant) in diagnosing the strategic, structural and HR issues of Kafr El Zayat Pesticides and Chemicals Company (2012).
- Participated as an assistant (Under supervision of Prof. Ahmed Sakr Ashour – Team Leader) in developing “A Framework of Alexandria University’s Institutional Performance Objectives and Measures: The Balanced Score Card Perspective” report. The report

included the objectives, mechanism and procedures and performance measures of the performance of Alexandria University guided by the elements of the Balance Score Card (2010).

- Participated as an assistant (Under supervision of Prof. Ahmed Sakr Ashour – Chair of Commerce Sector Committee) in preparing five reports that issued by Commerce Sector Committee (Reported to the Supreme Council of Universities in Egypt). These reports covered a diagnosis of the current conditions, an exploration of development frontiers and provided some policy reform that are guided by international experiences and benchmarks. Mohamed's role focused on providing some statistical data and preparing the final report of the project (2010).
- Participated as an assistant (Under supervision of Prof. Ahmed Sakr Ashour – Senior Consultant) in documenting the strategic transformation of ZAIN corporation (The leading Mobile company in Middle East and Africa) (2007-2008).
- Participated as a research assistant (Under supervision of Prof. Ahmed Sakr Ashour – Principal Investigator) in "Excellence and Development-Driven Strategic Management Framework for Alexandria University", which funded by the Higher Education Enhancement Project Fund (HEEPF) with a fund of US \$172,000. The project introduced strategic planning and management in Alexandria University (2004-2008).

PROFESSIONAL AREAS OF EXPERTISE

- Strategic planning and management.
- Entrepreneurship development initiatives.
- Business models development.
- Administrative reform and development.
- Technology commercialization.
- Organization design.
- Human resource system design.
- Leadership competencies development.
- Business process reengineering.

TRAINING AND DEVELOPMENT

International Training

Participated as a trainee in Technology Commercialization Workshop that organized by Malaysian Technology Development Corporation (MTDC) and held in Kuala Lumpur, Malaysia in 2013. The workshop was conducted in two phases. First phase was conducted during May 2013 and the second was during July 2013. The workshop covered many of technology commercialization elements and phases. Also, it included entrepreneurship, new venture creation and venture capital. The workshop provided many field visits to real enterprises, incubators and labs. Two certificates were obtained from this workshop.

Local Training

Participated as a trainee in the following training programs:

- Proposal preparation for competitive research projects (2018)
- Conference organizing (2018)
- Quality of teaching process (2018)
- Scientific research ethics (2018)
- Effective communication (2009)
- Syllabus design (2009)
- Using technology in education (2009)
- Writing up scientific reports (2009)

PROFESSIONAL AND ACADEMIC RECOGNITION

- **Certificate of Appreciation** (2018) by Alexandria University President for the participation in administrative system development conducted during the period August 2017 – July 2018.
- **Shield of the Dean** (2018) by the Dean of the Faculty of Commerce, Alexandria University in recognition of participating in development efforts at the university level.
- **Certificate of Appreciation and Honor Medal** (2018) by the Dean of the Faculty of Commerce, Alexandria University in recognition of participating in development efforts at the college and department levels.