



# NAJI ALJOHANI

📍 JEDDAH, SAUDIA ARABIA 16416

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## Professional Summary

Approachable and helpful individual maximising event health and safety. Excellent communicator with fantastic problem-solving abilities. Enforces rules and accountability while de-escalating wrongful behaviour. Dependable, vigilant professional with extensive experience in safety. Uses astute monitoring and observation skills to maintain secure environments. Calm and professional under pressure to meet evolving demands in emergency scenarios. Hard-working [Job Title] with strong organisational skills. Achieves company goals through exceptional planning and prioritisation. Organised and dependable [Job Title] with [Number] years of experience. Successful at managing multiple priorities with positive attitude. Willing to take on greater responsibilities to meet team goals. Committed manager with exceptional leadership, organisational skills and communication abilities leads high-performing cross-functional teams. Leads projects, company operations and business growth. Motivated [Job Title] with [Number] years of experience, recognised for assessing operational needs and developing solutions to save costs, improve revenues and drive customer satisfaction. Resourceful and well-organised with excellent leadership and team-building record. Experienced [Job Title] with over [Number] years in [Type] industry. Excellent reputation for resolving problems and improving customer satisfaction. Offers flexible schedule to deliver on team goals. Focused [Job Title] with impressive track record in collaborative, cross-functional teamwork within high-pressure environments. Adept at project planning and managing multiple accounts at once. Dedicated to improving company sales goals and meeting business objectives.

## Work History

05.1989 - 05.2024

### **Academic advisor**

RETIRED - Jeddah, SAUDIA ARABIA

- Helped students with initial adjustment to university academic life and interpreted institutions policies and requirements.
- Worked with faculty and staff to address student concerns.
- Mentored students, offering advice and support on topic selection, appropriateness and academic value.
- Taught students important points to prepare for examinations and assessments.
- Supported students to identify problems impeding education.
- Assigned homework assignments and special projects for students to demonstrate knowledge of subject material.
- Advised students individually and in groups on academic programs for individual interests.

- Used illustrative activities to help students explore concepts.
- Drove continuous improvement related to the use of new teaching tools, training methods and the improvement of online doctoral education instruction.
- Advised, criticised and encouraged students to develop abilities.
- Evaluated students using standardised criteria to determine abilities and learning needs.
- Updated course materials, content and delivery.
- Implemented proven methods to overcome common barriers to learning.
- Supported curriculum development professionals for healthcare and information systems.
- Organised, detailed and excellent track record of working well under pressure to meet deadlines.
- Used established standards and teaching expertise to plan learning programmes.
- Provided in-depth feedback and constructive criticism on students' work.
- Helped students with their initial adjustment to university academic life, and interpreted institutions policies and requirements.
- Facilitated workshops and seminars to enhance students' study skills, time management and academic success strategies.
- Employed variety of mediums to convey learning concepts.
- Promoted perseverance and determination as key components of student success.
- Conducted regular academic advising sessions, addressing challenges and exploring opportunities for student growth.
- Advised students on academic program choices and career pathways, aligning individual goals with curriculum offerings.
- Consulted with candidates on primary research, data collection, bibliographies and model writing assistance.
- Selected curricula based on students' interests, aptitude and ability.
- Developed in-depth lectures on subject-specific theories, foundational concepts and advanced topics.
- Signposted opportunities for further learning and development.
- Organised, detailed and able to work well under pressure to meet deadlines.
- Assisted candidates in devising tailored PhD. title and proposal development, preparation of model upgrade reports demonstrating progress and compilation of collaborative example chapters.
- Reviewed student files to ensure deadlines were met for completing various graduation requirements.
- Enhanced online advising resources for accessibility and user-friendliness.
- Determined the validity and reliability of data gathering methods.
- Delivered [Type] training to adult learners through workshops and seminars.
- Assessed students' academic progress to identify areas for improvement and tailor interventions.
- Implemented proactive outreach initiatives to identify and support at-risk students, promoting retention and success.
- Developed peer mentoring programmes to foster sense of community and academic support among students.
- Advised students on internship and work placement opportunities, aligning experiential learning with career goals.
- Responded promptly to student inquiries, guiding on academic policies, procedures and university resources.
- Assessed data gathering methods for validity and reliability purposes.

- Drove continuous improvement related to use of new teaching tools, training methods and improvement of online doctoral education instruction.
- Provided support and assistance to curriculum development professionals for [Type] and information systems.
- Provided advocacy to candidates in devising tailored PhD. title and proposal development, preparation of model upgrade reports demonstrating progress and compilation of [Type] projects.
- Researched, published and presented current topics of study at national and international meetings.
- Evaluated doctoral candidate dissertations to ensure adherence to requirements for original research and contributions to investigative body of knowledge.
- Reviewed doctoral candidate dissertations to determine that requirements for original research and contributions to the investigative body of knowledge were thoroughly observed.
- Made recommendations for continuous improvement related to the use of new teaching tools, resources and training and the improvement of online doctoral education instruction.
- Met firm deadlines while applying a result-driven and goal-oriented methodology to teaching initiatives.
- Directed students in thesis proposal creation, including clear definition of problem statement, precise research questions, proposed methodology and literature review.
- Studied and analysed current topics, and delivered effective presentations to groups numbering [Number] people at national and international meetings.
- Answered student enquiries and resolved problems related to curriculum and course prerequisites.
- Evaluated doctoral candidate dissertations to ensure adherence to requirements for original research and contributions to the investigative body of knowledge.
- Directed students in thesis proposal creation, including clear definition of the problem statement, precise research questions, proposed methodology and literature review.
- Received and reviewed transcripts to ensure eligibility for admission to university or specific programmes.
- Motivated diverse and experienced teaching team of [Number] employees while demonstrating strong leadership skills.
- Assisted students in selecting courses that were consistent with their interests and abilities.
- Motivated a diverse and experienced teaching team of [Number] employees while demonstrating strong leadership skills.
- Received and reviewed transcripts to ensure eligibility for admission to college or specific programmes.
- Assisted students in selecting courses to align with interests and abilities.

05.1989 - 05.2024

### **Maritime operations officer**

RETIERD - JEDDAH, SAUDIA ARABIA

- Remained calm under pressure to professionally handle evolving emergency scenarios.
- Maintained safe, secure environments through careful risk assessments.
- Minimised accidents through diligent monitoring.
- Trained regularly to maintain excellent fitness levels to meet physical job demands.

### **Skills**

- Team player
- First aid and CPR

- Flexible
- Verbal communication
- Security patrol
- Swim instruction
- Parks and recreation policies
- Pool policies enforcement
- Law enforcement
- Swimming lessons
- Safety training
- National Security Council protocols
- Full safety compliance
- Lifeguard procedures
- Anti-terrorism training

## Education

05.1989 - 05.2024

Bachelor's degree in security and marine sciences, KING FAHAD NAVAL ACADEMY - JEDDAH

## Languages

### English

Fluent

## References

References available upon request.