

# Nedal Mohd Odeh

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## Personal Details:

Date of Birth: 22/10/1998

Nationality: Jordanian

Marital Status: Married

## Qualifications:

B.Sc., Ajman University, 1994

- Major: Electrical Engineering - Minor: Electronic Engineering

## Experience

Sales Engineer: Al-Yaseyh Company, Abu Dhabi. From September 1994 to June 1996

Lecturer: Ajman University, Ajman. from September 1996 till now

## Description of work and tasks

### \* Teaching courses:

- Teaching Tutorial for the following courses:

Electromagnetic Fields and Wave Propagation, Logic Design, Control Systems.

- Teaching laboratories for the following courses:

Control Systems, Logic Design, Microwave Engineering

**\* Course development:**

- Preparing experiment notes for the laboratories of the following courses:

Microwave Engineering, Control Systems, Logic Design

- Preparing projects for students in some courses and supervising students in their implementation.

- Lab development for the following courses:

Microwave Engineering, Control Systems, Logic Design

**\* Academic Advising:**

- Selection of courses and registration for about 30 students in the department of Electrical Engineering

- Follow up their academic records and guide them academically.

**\* Academic Record Review File Coordinator:**

- Responsible for reviewing the academic records of engineering students in the concentrations: Electronics and Communication, Instrumentation and control, Power and Renewable Energy, Biomedical Engineering, and ensuring that they complete all graduation requirements.

- Studying the cases of some students who are on academic warning and directing them with academic guidance.

**\* Learning Resources Coordinator:**

- Follow-up and update the books of the College of Engineering in the university library.

- Follow up on subscription to electronic libraries.

**\* Budget Coordinator:**

- Assisting the dean of the college, in coordination with the heads of departments, in preparing the budget for the College of Engineering.
- Follow-up requests to deduct amounts from the budget and what is related to it.

**\* Member of the event management committee**

- Participation in the preparation of graduation ceremonies held by the university

**\* Participation in several committee:**

- Participation in several committees to make the necessary preparations to receive the evaluation committees in the Electrical Engineering Department.

**\* Represent College of Engineering and Information Technology in Student Success Center:**

- Recruiting new peer Tutors.
- Conducting student orientation and awareness activities in coordination with Peer Tutors.