

Ramez S. Khalil

PERSONAL INFORMATION:

Nationality **Jordanian**
Tel (Mobile) : **+962796954366**
Email **ramezsk@yahoo.com**

Skills & Characteristics:

- Excellent communication skills.
- Self-directed but receptive to feedback.
- Exemplify initiative, leadership, and tenacity.
- Relentless; doing whatever it takes to ensure success.
- Strong moral sense and ability to hold others accountable.
- Excellent organizational, planning, and implementation skills.

WORK EXPERIENCE:

2022 to August 2023:

School Principal (K-G12).

Aqaba International Schools (AIS) (International curriculum) / Aqaba/ Jordan.

Lead the school, academically, operationally, and culturally. Responsible for making sure the school runs smoothly every day and that high quality instruction is provided to every scholar. Execute on a powerful vision for scholar achievement and motivate others to follow that vision through effective planning, execution, feedback and support. Coordinate the work of various teams and cultivate a spirit of teamwork to drive high levels of scholar achievement. Ensure that the school runs smoothly, efficiently, and on budget.

Prepare reports on school and scholar progress.

Develop strong staff Crew (Adult groups that help to create strong staff culture) and Crew program

Correspond with the Executive Director and provide timely reports on school performance including but not limited to the following: Academic performance, staff morale, enrollment, attendance, assessments, HR matters, and technology.

Ensure effective management of staffing levels which meet the needs of the curriculum and students, identifying and recommending future recruitment needs, and the implementation of timely and effective recruitment and induction of new colleagues into the school. Plan, allocate, support, and evaluate work undertaken by teams and individuals ensuring clear delegation of tasks and devolution of responsibilities, ensuring all staff are held to account for their professional conduct, performance, and practice.

Implement and maintain effective systems for the management of staff performance, challenging and motivating others to achieve high goals, ensuring systems are fair and transparent systems adequately address concerns and value excellence. Promote and monitor ongoing professional development of self and staff, including the induction of new teachers.

➤ **April 2018 to July 2022**

School Principal / BOT Consultant, Foreign Programs Manager

Al-Maharat International Schools /Jordan (National, and International curriculum)

Ensure the School delivers a high-quality education for all its students with continual improvement in student attainment through effective leadership and management of school activities and stakeholders in line with the overall direction and commercial expectations of the Governing Board.

- Provide inspiring and purposeful leadership for staff and students
- Work with the Board, staff, parents and students to develop and maintain a vision, ethos and value statement for the School, which is fulfilling and engaging for staff and students.
- Ensure continuous improvement is achieved through the development and implementation of an ambitious School Development Plan (SDP)
- Monitor and evaluate the performance of the School and report to the Board as set out in Orbital Education Group Governance Policy
- Represent the school in the local community to increase awareness, knowledge and respect for the school
- Lead the establishment of a fulfilling curriculum, timetabling, and extra-curricular program, which supports the vision and mission of the School
- Create an environment and set expectations that promote excellent teaching, effective learning, high standards of achievement and good behavior
- Monitor and evaluate the quality of teaching and learning to improve student achievement, using assessment data to drive standards upwards English International School, provide extra-curricular activities and additional educational support programs that support the vision, mission and commercial objectives of the School
- Work with Group Head of IT to promote the use of the Virtual Learning Environment, School Management System and other technologies to enhance teaching and learning
- Maintain an effective partnership with parents, key stakeholders and wider community to support and improve student achievement and personal development leading and managing staff.

2010 to 2018:

Educational Director (Academic & Admin.): (International & National) School's KALS Group (North America, Gulf Countries and Middle East).

Establish relationships and communications with teachers, students, families, and school leaders to build a strong culture and inform our plans for growth

Build meaningful relationships with centers of influence in the community and key local connectors to talent and families

Grow and maintain a sustainable, diversified state-wide funding base that will include gifts from individuals, corporations, and foundations

Work closely with Endeavor Board members to use their talent, experience, expertise and networks to support our shared goals

Work effectively with local media outlets and national communications team to elevate the organization's presence in becoming a destination employer within the region.

2000 to 2010:

Head of Examination & ICT Manager / Lecturer.

Al Balqa Applied University/Jordan.

EDUCATION:

B.Sc. in Computer Science - Isra'a University / Jordan 1995.

MBA, Business Administration -Rochville University / U.S.A 2004.

Higher Diploma / (Education)– Al Hussein Bin Talal University / Jordan 2023.