

# HITAF ALI ATAT



## EDUCATION

**2018**

Lebanese University: Doctoral School of Literature, Humanities and social Sciences, Beirut :

- Phd in Social Sciences (sociology of work)
- Awarded a Very Good grade with commendation from the thesis defense committee and a recommendation for publication

**2003-2004**

Ministry of National Education, Higher Education and Research- French Republic:

- DELF: Diploma in French Language Studies

## SKILLS

- Spss -Advanced Statistical Analysis
- Amos-Structural Equation Modeling
- Atlas-Ti- Qualitative Data Analysis
- Power Bi- Data Visualization
- MS Office (Word, Excel, Power Point).
- MS Visio- Workflow Mapping
- Strategic Planning- – SWOT and Objective Setting
- ISO 9001- – Quality Management Systems

## LANGUAGES

- Arabic (Native)
- French ( C1 – Fluent )
- English (A2/B1 – Basic to Intermediate)

## PROFILE

Academic researcher and professional in administration and training, with practical experience in psychometric studies assessment tools, and organizational development. Skilled in managing training programs, coordinating administrative operations, and applying research findings to improve institutional efficiency. Demonstrates a strong ability to connect academic insight with real-world practice, particularly in education and human development contexts.

## CONTACT

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☎ 71-662863

📍 Lebanon, Beirut, Chiyah

# WORK EXPERIENCE

- **Organizational Leadership and Development (2009-2025)**

**Founding Member- Al-Rashad Specialized Association**

**Contributed to the establishment of an association dedicated to enhancing individual and institutional performance through training, consulting, and research.**

**Developed and documented standard administrative procedures to enhance operational efficiency and ensure institutional consistency. Led the formulation of the organization's strategic plan using SWOT analysis, aligning goals with internal capacities and external challenges.**

**Designed and implemented comprehensive work systems including job descriptions, workflow processes, and internal control mechanisms.**

**Supervised the process of recruiting and onboarding new staff, including the development of selection criteria, conducting interviews, and ensuring alignment with organizational needs and culture.**

- **Psychometric Research and Data Analysis (2014-2025)**

**Director of Psychometric studies - Al-Rashad Specialized Association**

**Supervised the design and implementation of psychometric studies to assess skills, knowledge, and behavioral attributes.**

**Conducted advanced statistical analysis using SPSS and AMOS to ensure reliability and validity.**

**Prepared analytical reports to evaluate training programs and institutional performance.**

- **Academic Research and Advisory Services (2015-2016)**

**Research and Studies Advisor- International Company for the development of Individuals and Organizations (Pirlo)**

**Provided methodological supervision for master's and doctoral theses in the humanities and social sciences, guiding students in theoretical framing, research design, and academic standards compliance throughout the research process.**

**Established a professional network of specialists offering complementary research services—such as language editing, formatting, printing, and facilitated student access to ensure high-quality research outputs.**

**Suggested original and academically relevant research topics aligned with students' interests and institutional research priorities, with an emphasis on feasibility, innovation, and scholarly contribution.**

- **Professional Training and Consulting Experience (2020-2025)**

**Internationally Certified Training Consultant – Global Board Group (GBG)**

**Designed and delivered 20+ training programs for institutions, companies, and individuals in fields such as: Life skills -Communication and interpersonal development- Conflict resolution and mediation - Organizational development and professional capacity building.**

**Developed customized training packages aligned with client-specific goals and sectoral needs.**

**Collaborated with diverse organizations to provide training for their clients or staff, including: USAL University, Sayyed Fadlallah Public Library, Lebanese Sociological Association, Al-Rashad Specialized Association, Center for Educational Research and Studies, Global Board Group, Edumotion Center, Sayyidat Nisa' Al-'Alamin Cultural Institutes, ExcellentSkills Center.**

**Conducted post-training follow-up and impact evaluations to assess program effectiveness and inform improvement.**

## RESEARCH ACHIEVEMENTS

- **2019- Author of the book Graduates of Social Sciences and the Labor Market in Lebanon . 1st ed., Jarrous Press, Tripoli .**
- **March 6–8, 2023- Presented a research paper titled: "Scientific Research in Sociology", at the Third International Scientific Conference, organized by the College of Education for Human Sciences – University of Basrah, held in Lebanon.**
- **2025- "Ethics of Artificial Intelligence Applications in Education and Scientific Research". Accepted by the Scientific Committee of the 2nd Annual International Conference organized by the Center for Research and Consulting – University of Misurata, Libya, to be held on October 18–19 . (Presentation in progress)**