

Curriculum vitae

Nisreen Mahmoud



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Sex Female | Date of birth 22/05/1979 | Nationality Syrian

WORK EXPERIENCE

14/10/2020–Present

[Lecturer at the Faculty of Architecture](#)

Yarmouk Private University, Jabab (Syria)

15/09/2017–12/10-2020

[Lecturer at the Faculty of Architecture](#)

Tartous University, Tartous (Syria)

Teaching architectural design, landscape –urban planning

10/9/2017-15/8/2018

[Lecturer at the Faculty of Architecture](#)

AL-Hawash Private University, Homs (Syria)

Teaching architectural design - landscape –shadow and perspective

20/04/2016–2023

[Technical Advisory Office](#)

Tartous Governorate, Tartous (Syria)

- Contribute to design and study many projects in Tartous

02/01/2015–20/04/2016

[Head of the Department of Relief and Social Services](#)

Tartous Governorate, Tartous (Syria)

- Coordinate all relief related activities between the government and humanitarian actors including UN agencies (UNOCHA, UNHCR, UNICEF, UNFPA, WHO, IOM, WFP, FAO), ICRC, SARC, local and international NGOS
- Supervise rehabilitation and maintenance of IDPs collective shelters in coordination with the concerned government and humanitarian actors.
- Coordinate provision of humanitarian assistance to IDPs in collective shelters and other IDPs settlements in coordination with government and humanitarian organization.
- Planning and implementation of all relief assistance related activities and strategies that identify priority needs

02/04/2011–02/01/2015

[Architect in Administrative Development Directorate](#)

Tartous Governorate, Tartous (Syria)

- Participate in the study and design of citizen service centers.
- Member In the Team of Re-Engineering and Simplification of Administrative Procedures.

07/08/2007–02/04/2011

[Architect in Urban Planning Directorate](#)

Tartous Municipality, Tartous (Syria)

- Contribute to design government constructions and planning public gardens.
- Contribute in preparation studies of traffic movement in Tartous city.
- Contribute in the audit of investment projects

18/02/2006–07/08/2007

Head of Training and Rehabilitation Division

Directorate Of Water Resources, Tartous (Syria)

Training staff on many software, office work and human resources management

19/10/2005–18/02/2006

Architect in Planning Directorate

Directorate Of Water Resources, Tartous (Syria)

- Prepare studies on planning, five-year plans, statistics and human resources.

15/06/2005–19/10/2005

Architect in Studies Department

Directorate Of Water Resources, Tartous (Syria)

- The main duty was to monitor implementation of all project related to irrigation network including dams under investment and studies of drilling of new boreholes.

EDUCATION AND TRAINING

17-9-2018- present

PhD student at the Higher Institute of Regional Planning

Damascus University, Damascus (Syria)

09/08/2007–29/12/2011

Masters Degree in Architecture –Section/ Planning And Environment/ Specialization/ Planning and Environment

Al Baath University, Homs (Syria)

19/10/2005–05/12/2005

Diploma Degree in Architecture – Section / Planning And Environment/ Specialization/ Planning and Environment

Al Baath University, Homs (Syria)

15/09/1997–23/09/2004

Bachelor Degree in Architecture

Tishreen University, Lattakia (Syria)

PERSONAL SKILLS

Mother tongue(s)

Arabic

Other language(s)

UNDERSTANDING		SPEAKING		WRITING
Listening	Reading	Spoken interaction	Spoken production	
B2	B2	B2	B2	B2

-A Document of passing the foreign language for registration in the Doctorate Degree, Tartous University, Higher Institute of languages,2017.
 -A Document of passing the foreign language for registration in the Doctorate Degree, Damascus University, The Higher Institute of languages,2014.

Levels: A1 and A2: Basic user - B1 and B2: Independent user - C1 and C2: Proficient user
Common European Framework of Reference for Languages

Communication skills

Supportive, open-minded, outward looking, dynamic, initiative.

Organisational / managerial skills

- Managing an office with 12 staff members, taking the lead in managing the relief operation and the office management.
- working to meet deadlines, customer service skills, promoter, continual improvement, and diplomacy

Job-related skills

•Administration, Analysis, Analyzing Issues, Assessment, Attention to Detail, Attentive Listening, Budgeting, Business Intelligence, Collaboration, Communication.

Digital skills

SELF-ASSESSMENT

Information processing	Communication	Content creation	Safety	Problem solving
Independent user	Proficient user	Independent user	Independent user	Independent user

Digital skills - Self-assessment grid

ADDITIONAL INFORMATION

Courses

- Training On English Language Course in Communication Skills Level (1). (8/12/2009 - 12/12/2009)
- Training On English Language Course in Communication Skills Level (2). (17/10/2010 - 9/12/2010)
- Training On English Language Course in New Vision Institute.
- A course in urban planning in Syrian Engineers Association (11-05-2009 to 13-05-2009)

Certifications

- ICDL Certificate (06-11-2012) SY12007477
- A Document of passing the foreign language for registration in the Doctorate Degree, Tartous University, Higher Institute of languages,2017.
- A Document of passing the foreign language for registration in the Doctorate Degree, Damascus University, The Higher Institute of languages,2014.
- Certificate of Completion Communication Skills Level (2)

technical skills

MS Office (Word, Excel, PowerPoint, FrontPage, Access), AutoCAD(2D,3D),3D MAX

Publications

- **Master's Thesis Title:** (Analytical Study of The Principles of Planning – Oriented Urban Growth in Syrian Cities (City of Lattakia as an Example)
Al Baath University, Homs (Syria)
- **Diploma's Thesis Title:** The reality of tourism development in the coastal regions and their prospects
Al Baath University, Homs (Syria)
- The Effect of Master Plans on Urban Growth in Syrian Cities (Lattakia City)
Al-Baath University Journal, 2014, Volume 36.