

## Curriculum Vitae

### **Personal Information**

Name: Bilal S. Abdul-Alim  
Date of Birth: 12/17/1946  
Marital Status: Married  
Place of Birth: Detroit, Michigan United States of America  
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### **Educational Background**

Bachelor of Arts (With High Honors)  
Multi Disciplinary Social Science  
(Political Science, Economics & Psychology)  
Michigan State University  
E. Lansing, Michigan  
June 1972

Master of Public Health  
Health Administration  
Special Concentration Origin of Diseases  
University of California at Los Angeles  
Los Angeles, California  
June 1976

Bachelor of Islamic Law & Its Origins  
Umm Al Qura University  
Makkah, Kingdom of Saudi Arabia  
June 1987

Elementary and Secondary Teaching Certificates  
University of California Riverside  
Riverside, California  
June 1974

Post Graduate Diploma  
Curriculum Development  
Charles R. Drew Post Graduate Medical School  
Los Angeles, California  
June 1976

Advanced TESOL Certificate  
Global TESOL College  
Edmonton, Canada  
June 2008

## **Employment History Summary**

25 years experience as a ESP English Instructor for Medical , Engineering and Applied Science students at King Abdul Aziz and Umm Al Qura Universities.

20 years Educational Administration; Educational Coordinator Umm Al Qura English Language Institute; Director of Berlitz English Language Centers Makkah, Saudi Arabia and General Manager Global TESOL College Saudi Arabia

Other teaching experiences

3 years Medical Terminology and Introduction to Health Care Instructor Brevard County Community Colleges

5 years TESOL Teacher Trainer – Global TESOL College Saudi Arabia.

## **Detailed Employment History**

September 2014 to January 2018  
Senior English Language Instructor  
English Language Academy  
University of Business & Technology  
Dahban, Saudi Arabia

September 2007 to August 2014  
General Manager  
Athmaan Al Arabia Trading Company  
Jeddah, Saudi Arabia  
International Trade

September 1, 2005 – July 2007  
Instructor  
Brevard Community College  
Melbourne, Florida  
Medical Terminology & Introduction to Health Science

April 2005 to July 2007  
President  
S.B.A. & Associates, Inc.  
Business & Real Estate Development  
Melbourne, Florida

February 2001 to June, 2006  
Director of Operations  
Berlitz Makkah Language Schools  
Prince Abdullah Institute for Career Development  
Makkah, Kingdom of Saudi Arabia

June 1999 to January 21, 2001  
Center Director  
Dallah Human Skills Development Center  
Makkah, Kingdom of Saudi Arabia

September 1979 to June 1999  
ESP English Instructor and Center Coordinator  
English Language Center  
Umm Al Qura University  
Makkah, Kingdom of Saudi Arabia

September 1974 to August 1978  
Director of the Office of Medical Education  
Charles R. Drew Postgraduate Medical School  
Los Angeles, California

June 1973 to June 1974  
Middle School Teacher  
Communication Skills/Careers  
Teacher Corp/Smedley Middle School  
Santa Ana, California

### **Special Skills**

1. Languages
  - a. English Native Speaker
  - b. Arabic (Fluent Reading, Writing, Speaking)
2. Literate in Modern Computer & Internet application

### **Professional Associations & Accomplishments**

1. South Brevard Chapter NAACP
2. Toastmasters International
3. Honorable Discharge United States Air Force 1968