**Curriculum Vitae**

Dr. Manal I.M. Khalaf

Lecturer of Business Administration , Assuit University, Egypt.

**Cover Letter**

**Name:** Manal Ismail Mohamed Khalaf

**Current Post:** Lecturer of Business Administration , Faculty of Commerce , Assuit University.

**Specialty**: Organizational Behavior

 **Email**: manal.khalaf26@gmail.com

**Date & Place of birth**: October 1975, Egypt.

**Nationality :** Egyptian

**Marital Status**: Married , two children

**Education and Training**

Lecturer in the Business Department , Assiut Universiyt, 2014

Assistant Lecturer in the Business Department , Assuit University , 2008

Demonstrator in the Business Department , Assuit University, 1998

Training course on Lecturing ( 30 hours) , 2013

Conference organization course ( 15 hours) , 2014

Research Ethics course( 15 hours) , 2013

Effective Presentation skills course( 15 hours) , 2013

Credit hour system course (15 hours), 2013

Strategic Planning course ( 15 hours) , 2009

How to compete for a Research Fund course (15 hours), 2008

**Degrees**

Ph.D in Business Administration, Assuit University, July 2014

* Thesis in Organizational Behavior, Assuit University, July 2014 , Titled “ the Effect of the Organizational Justice and Punishment Certainty on the Employee Withholding of Effort using the Adaptive-Response Model: Field Study”.
* Ph.D exam June 2008

Master Degree in Business Administration, Assuit University, March 2008

* Thesis in Organizational Behavior, Assuit University , February 2008,

Titled “ The Relation Ship Between Organizational Culture and Self Efficacy and the Employee Creative Ability with Job Satisfaction as a Mediator in the Relationship” .

* Examination:
* First part: June 1999
* Second part: November 2000

Bachelor Degree in Commerce, English Section in May 1997 , Ain Shams University.