



Navdeep Kaur Dandiwal

Lecturer, Business Administration

Personal Data

Nationality | Indian

Date of Birth |13-01-1985

Department |Business Administration

Official UoD Email |nkaur@uod.edu.sa

Office Phone No. |

Language Proficiency

Language	Read	Write	Speak
Arabic	Not Proficient	Not Proficient	Not Proficient
English	Proficient	Proficient	Proficient
Others(Hindi)	Proficient	Proficient	Proficient

Academic Qualifications (Beginning with the most recent)

Date	Academic Degree	Place of Issue	Address
August 2014	Ph.D(Pursing)	India	Punjabi University , Patiala, India
May 2008	MBA) Masters of Business Administration	India	Punjabi University , Patiala, India
May 2006	Bachelors of Science	India	Punjabi University , Patiala, India

PhD, Master or Fellowship Research Title: (Academic Honors or Distinctions)

PhD	Employability Skill Gap(Pursuing)
Master	Masters of Business Administration
Fellowship	

Professional Record: (Beginning with the most recent)

Job Rank	Place and Address of Work	Date
Lecturer	University of Dammam, Dammam , KSA	January 2015-to till date
Assistant Professor	Chandigarh University , Punjab , India	June 2104-Dec 2104
Assistant Professor	Guru Kashi University , Punjab , India	Nov 2012-June 2013
Assistant Professor	Baba Farid Group of Institutions , Punjab , India	Aug 2010 –Oct 2012



Administrative Positions Held: (Beginning with the most recent)

Administrative Position	Office	Date
Director , Quality Assurance Office (Business Administration)	Community College , Dammam , University of Dammam	October 2015-Till date
Head of Department - Business Administration	Guru Kashi University , Punjab , India	Nov 2012-June 2013
Head of Department - Business Administration	Baba Farid Group of Institutions, India	Aug 2010 –Oct 2012

Scientific Achievements

Published Refereed Scientific Researches

(In Chronological Order Beginning with the Most Recent)

#	Name of Investigator(s)	Research Title	Publisher and Date of Publication

Refereed Scientific Research Papers Accepted for Publication

#	Name of Investigator(s)	Research Title	Journal	Acceptance Date

Scientific Research Papers Presented to Refereed Specialized Scientific Conferences

#	Name of Investigator(s)	Research Title	Conference and Publication Date
1	Navdeep Kaur	WOMEN CREATIVE LEADERS BORN	INTERNATIONAL CONFERENCE HELD AT PUNJABI UNIVERSITY PATIALA
2	Navdeep Kaur	IPRS AND GREEN PRACTICES	NATIONAL CONFERENCE IN RAYAT AND BAHRA GROUP.
3	Navdeep Kaur	IMPACT OF STAFFING POLICIES ON RETAIL BUYER: ATTITUDE & BEHAVIOUR	NATIONAL CONFERENCE ON RETAILING IN INDIA: OPPORTUNITIES & CHALLENGES
4	Navdeep Kaur	CUSTOMER RELATIONSHIP MANAGEMENT PRACTICES ADOPTED IN INDIAN BANKS	NATIONAL SEMINAR ON CHANGING MARKETING PARADIGM IN PRODUCTS AND SERVICE MARKET
5	Navdeep Kaur	IMPACT OF STAFFING POLICIES ON RETAIL BUYER: ATTITUDE & BEHAVIOUR	NATIONAL SEMINAR ON CHANGING MARKETING PARADIGM IN PRODUCTS AND SERVICE MARKET
6	Navdeep Kaur	Corporate Governance in Indian Banking Industry	NATIONAL CONFERENCE ON STRATEGIC BUSINESS DEVELOPMENT ISSUES AND PROSPECTS
7	Navdeep Kaur	“Golden Bird – A Business Strategy	” “AT NATIONAL CONFERENCE ON STRATEGIC BUSINESS DEVELOPMENT ISSUES AND PROSPECT



Completed Research Projects

#	Name of Investigator(s) (Supported by)	Research Title	Report Date

Current Researches

#	Research Title	Name of Investigator(s)
1.	Employability skill gap Analysis	Navdeep Kaur

Contribution to Scientific Conferences and Symposia

#	Conference Title	Place and Date of the Conference	Extent of Contribution
1.	<i>SYMPOSIUM</i> held on Business ISSUES IN DYNAMIC WORLD	Wilkes University, Pennsylvania (USA)	Contribution as a student

Membership of Scientific and Professional Societies and Organizations

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Teaching Activities

Undergraduate

#	Course/Rotation Title	No./Code	Extent of Contribution (no. of lectures/Tutorials. Or labs, Clinics)
1.	Life and Health Insurance	INSU 305	3 Credit hours , 45 contact hours
2.	Transportation and Automobile Insurance	INSU 303	3 Credit hours , 45 contact hours
3.	Liability Insurance	INSU 308	3 Credit hours , 45 contact hours
4.	Principles of Insurance	INSU 209	3 Credit hours , 45 contact hours
5.	Principles of Marketing	MKMT 28	3 Credit hours , 45 contact hours
6.	Training Course	TRA 310	3 Credit hours , 45 contact hours

Brief Description of Undergraduate Courses Taught: (Course Title – Code: Description)

1	Life and Health Insurance –INSU 303-The course provides students with the knowledge of what life and health insurance products are available, how are they designed, what advantages and disadvantages they have, how they can be improved and how comparison can be made. Products covered include traditional insurance as well as investment-linked, long-term care, group insurance and retirement plans.
2	Transportation and Automobile Insurance INSU 305 This course provides students with the sound knowledge of transportation, cargo and automobile insurance policies and procedures. It examines the regulations and practices of marine cargo insurance on an international basis, and provides practitioners the information required to rapidly and precisely resolves cargo insurance coverage issues, wherever they may arise. The course also investigates how the Institute Cargo Articles have been construed by Courts



	worldwide. The course covers also legislation related to automobile insurance and policies and regulations, concentrating mostly on personal coverage.
3	The course introduces students to the concepts, principles and practices of liability insurance. It deals with insurance issues arising out of social and economic developments in the society.
4	The objective of the course is to introduce student to the basic concept and terminology in insurance. It deals with the nature of business insurance, insurance practices, insurance markets, insurance regulations, types of insurance and the roles of insurance in the economy
5	The course presents a thorough and systematic coverage of marketing theory and practice. It is designed to provide you with an overview of the marketing field. The concept and the importance of marketing, the environmental influences that impact marketing managers, strategic marketing fundamentals, consumer behavior, market segmentation, and managerial issues related to the marketing mix (4Ps) decisions (product, price, promotion and place) will be covered in this course.
6	This course covers special issues in banking and finance practices. Students will be expected to prepare written analysis of some current issues in the discussion stage by the profession and some of the unresolved and controversial issues in the banking and finance industry. Students should have an active role in identifying hot topics for class presentation with approval of the instructor.

Postgraduate

#	Course/Rotation Title	No./Code	Extent of Contribution (no. of lectures/Tutorials. Or labs, Clinics)

Brief Description of Postgraduate Courses Taught: (Course Title – Code: Description)

1	
2	

Course Coordination

#	Course Title and Code	Coordination	Co- coordination	Undergrad.	Postgrad .	From	to
1.	Life and Health Insurance	Coordination		Undergrad.		Sep 2015	Dec 2015
2	Transportation and Automobile Insurance	Coordination		Undergrad.		Sep 2015	Dec 2015
3	Liability Insurance	Coordination		Undergrad.		Jan 2016	May 2016
4	Principles of Insurance		Co- coordination	Undergrad.		Jan 2015	May 2015
5	Principles of Marketing	Coordination		Undergrad.		Jan 2015	May 2015

Guest/Invited Lectures for Undergraduate Students

#	Activity/Course Title and Code	Subject	College and University or Program	Date

Student Academic Supervision and Mentoring



#	Level	Number of Students	From	to
1	Training Course	15	January 2016	May 2016
2	Academic Advising	22	January 2016	Till date

Supervision of Master and/or PhD Thesis

#	Degree Type	Title	Institution	Date

Ongoing Research Supervision

#	Degree Type	Title	Institution	Date

Administrative Responsibilities, Committee and Community Service

(Beginning with the most recent)

Administrative Responsibilities

#	From	To	Position	Organization
1	October 2015-till Date		Director , Quality Assurance Office, Business Administration	Community College , Damman

Committee Membership

#	From	To	Position	Organization

Scientific Consultations

#	From	To	Institute	Full-time or Part-time

Volunteer Work

#	From	To	Type of Volunteer	Organization
1	January 2016	April 2016	Community Service Activity	Community College , Damman .

Personal Key Competencies and Skills: (Computer, Information technology, technical, etc.)

1	Languages: English , Hindi , Punjab
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2	Proficient in Microsoft Word, Excel, PowerPoint.
3	Excellent verbal, written and instructional communication skills
4	Strong working knowledge of managing student behavior
5	Demonstrated capacity to assume responsibility for self growth
6	Logical thinking and positive approach
7	Leadership and administrative skills

Last Update

18/05/2017