

## **Guide to applicants.**

- i. Each applicant is **required to complete** this Leadership Curriculum Vitae (CV);
- ii. The maximum limit of this Leadership CV is **five (5) pages only (excluding this page)**; and
- iii. Additional attachments are not allowed.

# LEADERSHIP CURRICULUM VITAE (CV)

## A. PERSONAL INFORMATION

Particulars	Details
Full Name	
Date of Birth/Age	
Place of Birth	
NRIC Number	
Handphone Number	
Email address(es)	

Profile Picture

## B. CURRENT EMPLOYMENT INFORMATION

Particulars	Details
Position and Grade	
Employment Status (Permanent/ Contract/ Secondment/ Others)	
Employer	
Date of Retirement/ Age	

## C. ACADEMIC QUALIFICATIONS AND PROFESSIONAL AFFILIATIONS

(in reverse chronological order)

Level	Course / Field of Specialization	Year	Institution
<b>Example</b> PhD (Doctor of Philosophy)	Chemical Engineering	2005 -2008	University of Oxford
C.Eng. FIChemE (Chartered Engineer, Fellow of Institution of Chemical Engineers)	Chemical Engineering	2017-till date	Institution of Chemical Engineers

## D. ANNUAL ASSESSMENT REPORT (LNPT)

(the last three (3) years only)

Year	Score

## E. SCOPUS SCHOLAR CITATIONS

Particulars	Information
Citations / No. of Documents	
H-index	
Profile link	

**F. EXPERTISE AND SPECIALIZATION**

Fields of Expertise	Areas of Specialization

**G. TEN (10) MOST SIGNIFICANT PUBLICATIONS**

*(Academic publications only: journals, books, policy papers etc.; newspaper/magazine articles, media appearances. The publications are within the last seven (7) years from the date of application)*

Year	Publication Details (Author, Paper Title, Journal Name, Publisher, Volume, Pages)	Significant Impact
<b>Example</b>		
2020	Abdullah, J.J. and Abdullah, K.K. <i>Higher Education Leadership in Malaysia: A Critical Assessment of the Current Situation</i> . Journal of Higher Education (Elsevier), 24(1), 202-238.	<ul style="list-style-type: none"> <li>• Was listed as a benchmark literature for the National Higher Education Review, to chart a new direction of higher education in Malaysia.</li> <li>• Suggested a clear competency-based leadership framework that later was adopted by the Higher Education Leadership Academy (AKEPT).</li> <li>• Cited more than 250 times in Google Scholar.</li> </ul>

**H. UNIVERSITY MANAGEMENT AND ADMINISTRATION EXPERIENCES**

*(Key University Positions - Vice Chancellor, Chief Executive Officer, Rector, Deputy Vice Chancellor, Assistant Vice Chancellor, Deputy Rector, Director and Dean only)*

Position	University	Date / Year	Term (Duration in Years)	Significant Contributions (3 Major Contributions, If Relevant)
<b>Example</b>  Director Center of Alumni, Careers and Graduate Employability (ACE)	USM	March 2016 – Jun 2020	4 years 3 months	<ul style="list-style-type: none"> <li>Initiated and launched ADaGE (ACE's Dashboard for Graduate Employability) for USM to monitor center-specific GE performance.</li> <li>Initiated and launched WeLead alumni portal. Received more than 18,000 subscriptions after 7 days, overall subscription of more than 37,000 by end of 2017.</li> <li>Rebranding of USM Career Expo (EksPen) into an impactful and profitable venture, together with Penang State Government.</li> </ul>

**I. APPOINTMENTS / SECONDMENTS IN LOCAL AND OVERSEAS ORGANIZATIONS / AGENCIES**

Position	Organization	Date / Year	Term (Duration in Years)	Significant Contributions (3 Major Contributions, If Relevant)
<b>Example</b>  Deputy Director	Higher Education Leadership Academy (Agency under Ministry of Higher Education, MOHE)	July 2019- Jun 2021	2 years 0 months	<ul style="list-style-type: none"> <li>Provided specific consultancy effort to aid MOHE in the National Higher Education Review exercise 2021; 28 new initiatives were derived, with strategically designed initiatives, approved by the Ministry of Higher Education for specific objectives.</li> <li>Improvement of the AKEPT Leadership framework and the assessment center instrumentation for National Top Talent profiling. Derived and implemented AKEPT's new 'strategic training and assessment requirement' (STAR) for managing Tier-1 and Tier-2 talent pools.</li> </ul>

**J. POSITIONS HELD IN BODIES / ORGANIZATIONS OUTSIDE THE UNIVERSITY**

Position	Organization	Date / Year	Term (Duration in Years)	Significant Contributions (3 Major Contributions, If Relevant)
<b><u>Example</u></b>				
Chairperson	X-Ray Applications Malaysia (XAPP Malaysia)	Feb 2017- Feb 2019	3 years 2 months	<ul style="list-style-type: none"> <li>Initiated the Industry-XAPP young researcher award in the area of Materials and Physics. This award attracted 81 applications of the 2021 edition.</li> <li>Involved in the making of 'Malaysian Standard of Ore Characterization' Guideline (2018). Two chapters of the 11-chapter guideline were provided by XAPP set committees.</li> <li>Successfully organized the 10<sup>th</sup> International Conference on X-Rays and Related Techniques 2018 (ICXRI 2018); 223 participants, approximately 40% international participation and XAPP profit of more than RM70,000.</li> </ul>