

MAHIN JABRAYILOVA  
DOB: November 10, 1996  
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Call: (994)559943769

## EDUCATION

**Master of Arts and Education**, ADA University, Azerbaijan, September 2019- 2021 May

**B.S. in Public Management**, Baku Engineering University, Azerbaijan, June 2018

Interest areas: *educational leadership, higher education administration, university-industry collaboration, project management, social entrepreneurship*

## WORK EXPERIENCE

**Instructor**, Educational Administration, Khazar University, January 2022- present

**Project Manager**, Development Office, Khazar University, January 2022- present

**Adjunct Instructor**, Introduction to Economics UNEC, September 2021- January 2022

**Researcher**, “Research on returns among internally displaced persons” Project, ADA University and President Administration, May 2021- October 2021

**Project Associate**, Innovative School Leaders, 2020- Present (Funded by US Embassy)

**Related link:** <https://cutt.ly/SlioVEH>

**Project Manager**, Social Innovation Lab LLC, January 2021

Duties & Responsibilities: acting leadership behavior, time management, facilitating efficient proposal production process; conducting effective project planning and coordinating teams; finding funding opportunities; supporting international collaborations; lead the team consists of 10 members, learning coaching and mentoring

**Country Manager**, Climate Launchpad, September 2019 – January 2021

Duties & Responsibilities: stress management, creative thinking, critical thinking fostering start-up education, event management, local and international partnership, exploiting innovation for SDGs development purposes, educate 15 start-ups, soft communication between stakeholders, attracting sponsors from private and public sectors.

**Graduate Assistant to Vice Rector**, ADA University, Azerbaijan, September 2019 – May 2021

Duties & Responsibilities: public speaking, presentation skills, conducting questionnaires and interviews, supporting in campus programs, checking exam papers, writing research proposals, offering papers for university’s evaluation activities, improving quantitative research design skills, two articles in process.

**Contributor**, Comparative Educational Leadership Lab, International Program, October 2019 – Present

Duties & Responsibilities: team working, conducting and transcribing interviews, preparing reports of Azerbaijan school management system, updating country manager weekly, communicating with school principals.

**Project Team Leader**, IZ Social Project, BEU, Azerbaijan, September 2016 – September 2018

Duties & Responsibilities: building teams, instructional leadership, finding sponsors, forming smooth communications, acting on behalf of the organization in various events, convincing people to join programs, learning each detail with doing, building enquiring mind.

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## **SKILLS**

### Computer Competency:

Office 2018

### Language Proficiency:

Academic Azerbaijani (native), Academic English (fluent)

## **PROFESSIONAL DEVELOPMENT CERTIFICATES**

- ❖ Harvard University “Introduction to Digital Humanities and Marketing”, Crossroad Leadership Program, 2019
- ❖ Harvard University “Entrepreneurship in Emerging Economies”, Crossroad Leadership Program, 2019
- ❖ Harvard University “Learning for Leading”, HarvardX, 2018

## **PUBLICATIONS**

- ❖ Mahin Jabrayilova & Aysel Aliyeva. Modelling the Return to Public Expenditures on Education: The Case of Azerbaijan, ASERC Journal of Socio-Economic Studies, 2018
- ❖ Mahin Jabrayilova, Effective entrepreneurship learning in the triangle of Government-Techno park-University, Policy Paper Competition, Entrepreneurship Development Foundation and CIPE, 2018
- ❖ Mahin Jabrayilova & Khatai Aliyev. Why education is important for economic development? An assessment of Azerbaijan, Baku Engineering University International Conference Journal, 2018
- ❖ Mahin Jabrayilova & Isa Gasimov. The role of Innovation and Technology for Sustainable Development, International Scientific Conference on Sustainable Development Goals Journal, 2017