

MIMI E. TOUMA  
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## PROFESSIONAL SUMMARY

Student with a portfolio of eye-catching stories evoking emotion through finely crafted composition. Deadline-driven, adept at quickly turning around long-form features easily modified for short-form content. In search of freelance assignments for daily newspapers, newsmagazines and online outlets. Seeking to leverage my technical and professional expertise to learn and grow at your company.

## EDUCATION

*Collège De La Sagesse St Maron- Jdeideh-Matn, Mount Lebanon Governate-***Lebanese Baccalaureate diploma- Sociology and Economics • May 2014.**

*American University of Beirut - Beirut, Bliss Street, Beirut Governate-***Media and Communication Studies •Senior Year. Expected Date of Graduation: Spring 2019.**

## COURSES

- Media Law and Ethics
- Intro. To Photojournalism
- Public Opinion
- Intermediate Photojournalism
- Introduction to Visual Culture Studies
- War and Media
- Film as Text
- News Writing and Reporting
- Arabic Creative Writing
- Programming for Digital Art

## LANGUAGES

- Arabic Fluent.
- French Advanced.
- English Fluent.
- Italian Basic.

## WORK HISTORY

**Clinical Assistant-** *American University of Beirut Medical Center, Orthodontics Department. Cairo Street, Beirut, Beirut Governate.*

- Assisted residents within the clinic, prepared the necessary equipment to each chair, took appointment, worked in sterilization, as well as assisted in minor surgeries with the clinical doctors.

**Freelance Photographer**-*Based in Lebanon*. Covered the following events:

- AUB LEADERSHIP Program 2016 (4 sessions).
- AUB writing event 2015-2016 (2 consecutive years).
- Shamaa Institution events photographer since 2017.
- Beirut Model United Nation Media Staff member (Photographer and videographer since 2016).

**IT Support**-*American University of Beirut, Faculty of Engineering*. Bliss, Beirut, Beirut Governate. From September to May 14-15.

- Completed data entry, tracked instructors, Doctors, and researchers resumes as well as maintained the applicant tracking system.
- Added new materials to file records and created new records.

## **SKILLS**

- CSS expertise.
- Microsoft Office Suite.
- Website design HTML.
- Digital media.
- Excellent communication skills.
- Client relationships.
- Project design.
- Photo editing.
- Attention to detail.
- Food photography.
- Creative artistic vision.
- Wildlife photography.
- Photojournalism.
- News photography.
- Video editing.
- Creating visual art.