

## **Simona Rahi**

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### **Education**

#### **New College of Florida | Sarasota, FL | Graduating in May 2019**

- Recipient of the Daughters for Life scholarship
  - Honors BA with a concentration in Economics
  - Relevant coursework: Calculus I II III, Ordinary Differential Equations, Econometrics, International Economics, Money & Banking
  - Teaching Assistant for Econometrics class offered in Spring 2019
  - Thesis Research Topic : International Interest Rate Pass-Through From the U.S to Lebanon
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### **Certifications**

#### **Effective Personal Leadership with Leadership Management International | Transformation Lab, LEBANON | Jun-Aug 2016**

- Define and achieve personal and business goals
  - Increase self-motivation and reinforcement of positive self-image
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### **Work Experience**

#### **Intern at International Beams LLC | Sarasota, FL | Feb 2018-May 2018**

- Reconcile corporate card in an excel sheet on a monthly basis
- Map bank account transactions and report them in Great Plains accounting software
- Contact suppliers in both Canada and the U.S to collect contact information and availabilities
- Restructure and organize corporate database using Smartsheets

#### **Trainee at Lebanese Central Bank (Banque Du Liban) | Jounieh, LEBANON | Jul 2017**

- Instructive, course-like training about the different departments and roles at BDL
- Submit a 12-page report at the end of the session

#### **Intern at Harshman and Company, Inc. | Sarasota, FL | Feb 2017-May 2017**

- Conduct market research that includes gathering data and filtering data from all the properties on Sarasota county database
- Complete a valuation report on a property. The report included estimating the value based on comparable properties, as well as calculating and completing a lease income spreadsheet.

#### **Event Assistant at Campus Space Scheduling | New College of Florida | Feb 2016-present**

- Handle audiovisual and information technology equipment during events
  - Set-up and breakdown of all rental space for conferences, meetings, weddings, and lectures
  - Train new hires on the use of the equipment and the procedures during events
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### **Skills**

Proficient in Microsoft Word, Excel, Powerpoint, Eviews, SAS

Beginner in R and Python

Languages: Arabic (native), English (fluent), French (advanced)

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### **Volunteer Experience**

#### **Alumna of Kennedy-Lugar Youth Exchange and Study (KLYES) | Jun 2014-present**

- Exchange program between Lebanon and the U.S funded by the U.S Department of State
- Conduct orientations for incoming exchange students
- Volunteer with the NGO Sakker L Dikkene that fights corruption in Lebanon