

Education**American University of Beirut (AUB)**

June 2019

Bachelors in Business Administration (BBA) – Marketing Emphasis

Cumulative GPA: 3.3/4: Dean's Honor List for 3 semesters

Minor in Anthropology**Universal College – Aley (UCA)**

June 2014

High School Diploma (American Curriculum) – Graduated with Honors**Experience****American University of Beirut**

February 2019 – April 2019

Teacher Assistant

- Advised students with regards to decision-making in CAPSIM simulation,
- Coordinated appointments with other assistants and reported issues and concerns,
- Proctored during the final COMP-XM exam alongside professors and other proctors.

Bank Audi

May 2018 – August 2018

Trainee

- Welcomed customers and promoted different bank products and services,
- Filled out applications and files and filed and organized various documents,
- Scanned and inserted documents into digital database.

SmartPhone Baissour

May 2018 – August 2018

Western Union/OMT Assistant Agent

- Handled Western Union/OMT transactions and handled cashbox,
- Launched an Instagram page and added shop to Google Maps,
- Negotiated with suppliers.

Certifications

- **Google Analytics for Beginners** June 2019
- **Google Web Designer Basics** January 2019
- **Google Ads Display** January 2019
- **Lebanese Food Bank – Food Waste Awareness Training Certification** September 2018
- **Fullbridge U Certification** May 2018

Activities**AUB Outdoors**

February 2019 – May 2019

Offline Marketing Team Member

- Participated in discussions, decisions, and brainstorming during meetings,
- Raised awareness about AUB Outdoors during relevant events,
- Sold tickets, coupons, and themed merchandise.

Lebanese Food Bank

September 2018 – Present

Ambassador

- Raise awareness about food waste and how Lebanese Food Bank can help,
- Present to 303 middle-school and high-school students at UCA about food waste,
- Coordinate with organizations, schools, and LFB to gather donations.

Bank Audi

June 2018

CSR Day – Environmental Volunteer

- Learned about the efforts to improve Ramlet el-Bayda beach,
- Helped clean up the shore with others,
- Planted flowers and painted beach furniture.

American University of Beirut

April 2018

High School Fair Tour Guide

- Conducted 7 complete tours of the campus,
- Informed students about each building and area within the campus,
- Answered questions with regards to applications, education, facilities available, etc.

Summary Skills:**Languages:** English (fluent), Arabic (intermediate), and Spanish (beginner)**Computer:** Microsoft Office suite, Google Ads, Google Analytics (beginner), SPSS, Adobe Photoshop, Adobe XD, Social Media Management**Soft:** Teamwork, Public Speaking, Communication, Organization, Time Management, and Emotional Intelligence**Interests:** Meteorology, Urban Planning, Education, Gardening