



Danielle Shahine

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- ♦ Date of Birth: 17/11/1996
- ♦ Nationality: Lebanese/Canadian

OBJECTIVES

- ♦ Looking forward to becoming a part of your successful organization for it will provide me a great opportunity to learn how to be professional and to prove my hard-working skills and trustworthiness.

EDUCATION

- ♦ High School Bachelor in Sociology and Economy
- ♦ BA in English Literature (Linguistics Field) Lebanese University – Faculty of Literature and Human Science(2015-2018)
- ♦ Currently studying for my Masters Degree (2018-2020) Computational Linguistics – Lebanese University – Centre Des Sciences du Langage et de la Communication

EXPERIENCE

- ♦ **Teacher at CEC** (Continuous Education Center) -Tayouneh {2015-2016}
- ♦ **Cashier and Sales at Antoine Bookstore** - IC BEIRUT (Seasonal Summer 2018)
- ♦ **Private tutor for 9th graders and essays editor (2016-2018)**

SKILLS

- ♦ Quick learner and adept at handling a variety of tasks simultaneously with high speed and professionalism.
- ♦ Expert in organizational skills and attention to details.
- ♦ Excellent ability to foster and sustain cordial and professional relationships with coworkers, customers and managers.
- ♦ Patience and confidence.
- ♦ High time management and problem-solving skills.
- ♦ Fluent in Arabic and English Languages. Basic in French.
- ♦ Excellent Computer Skills and Experience working with database.
- ♦ Ability to work with Microsoft Office; Word, Excel, PowerPoint.

ACHIEVEMENTS

- ♦ Participated in Cleaning Campaigns during Community Service in High School. {2015} (Ramleh Al Bayda Beach and Forests in North Lebanon)
- ♦ Participated as an Assistant in Lebanese Scout Association- Beirut One Group. (Summer 2017)

NOTE

Prefer part time jobs OR INTERNSHIPS.