

# RANIA GHALAYINI

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## EDUCATION

- Jan '18 - Dec '19  
(Expected) American University of Beirut (AUB), Beirut - Lebanon  
Master's Degree in Engineering Management  
Cumulative average: 88.16/100 equivalent to 3.87/4
- Sep '13 - May '17 American University of Beirut (AUB), Beirut - Lebanon  
BEng in Civil and Environmental Engineering (CEE) with *distinction*  
Cumulative average: 83.18/100 equivalent to 3.47/4
- Sep '12 - Jun '13 Ali Bin Abi Taleb (ABAT Makassed School), Beirut - Lebanon  
Lebanese Baccalaureate - Life Science (Biology) with *high distinction*  
High school average: 16.83/20

## WORK EXPERIENCE

- Feb '19 - Present Maids.cc, Beirut- Lebanon  
Business Analyst, Business Development Department  
Develop mockups and use cases for different screens of the company's ERP system and develop BPMNs (Business Process Models and Notations) for different processes in business
- Jan '18 - May '19 American University of Beirut (AUB), Beirut- Lebanon  
Graduate Assistant, Engineering Management Department  
Helped in instructing labs, correcting exams and homework, setting answer keys, and proctoring exams
- May '16 - July '16 Dar Al Handasah - Shair & Partners, Beirut- Lebanon  
Intern, Transportation Department  
Learned and applied the principles of designing an urban system, highway, interchange, railway, and airport using CIVIL 3D and following AASHTO recommendations
- Sep '15 - May '16 American University of Beirut (AUB), Beirut - Lebanon  
Lab Assistant (Work Study Program), Geotechnical and Materials Lab  
Performed tests on soil samples such as: sieving analysis, direct shearing, atterberg, and batching

## SUMMARY OF ACADEMIC ACHIEVEMENTS

- Feb '18 - Present ▪ Currently working under the supervision of my advisor to complete my **Master's thesis** "The Effects of Concurrent Physical and Psychosocial Demands on Muscle Activation, Subjective Workload, and Performance" which includes performing research, a literature review, experiments on human subjects, data collection, statistical analysis, and presentation of results
- Jan '18 - May '19 ▪ Received **graduate assistantship**, fully funding my graduate studies at AUB
- May '14 - May '17 ▪ Placed on the **AUB FEA Dean's Honor List** (Spring 2013-2014, Spring 2015-2016, Fall 2016-2017, Spring 2016-2017)
- Sep '13 - May '17 ▪ Received the **Makassed- AUB scholarship** due to **ranking first in my school's graduating class**, fully funding my undergraduate studies at AUB
- Sep '10 - May '13 ▪ Received **Full Merit Scholarship** for all three high school years at Makassed

## EXTRACURRICULAR ACTIVITIES AND INTERESTS

- Participant in the Lebanese American University (LAU) media summer camp learning the basic principles of journalism such as researching and interviewing to write the assigned story
- Volunteer in the Civic Engagement and Community Service (CCECS) at AUB scanning books and editing documents for the visually impaired

## SKILLS SUMMARY

- **Computer skills:** Arena, R studio, MATLAB, C++, Revit, GIS, SAP 2000, E-tabs, SAFE, CIVIL 3D, @RISK, Microsoft Office, Balsamiq, Camunda Modeler
- **Soft skills:** Communication, Management, Continuous Learning, Team Player, Research, Organization
- **Language skills:** Native Arabic, Fluent English, Basic French