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PROFESSIONAL EXPERIENCE

EUROPEAN LEBANESE SCHOOL, Aramoun

IT Specialist, June 2011

Responsible for all IT Issues in the School

- Manage daily operations of the IT department.
- Develop new strategies and IT procedures to increase efficiency and enhance workflow.
- Assist with the installation of new hardware and software and help train employees on its use.
- Offer suggestions for possible upgrades and changes within the IT department.

Achievements:

- Built up a School Network of a Main Server and network to all classrooms.
- Allocated Laptops for Students and Teachers that work on a policy system using Active Directory.
- Creating User-Names and Passwords for each student and teacher with different policies and permissions.
- Aligning mailing system from Microsoft Exchange to create an Intranet mailing network between the Administration, teachers and Students.
- Building up a School Portal using Microsoft SharePoint, which is the main Intranet portal in the school that connects the Administration with the Academic team and the Academic team with the students.
- All Subjects and sub-subjects were on this portal and all documents used in classrooms are on this portal.
- A workflow system with an approval system was built to finalize the School Portal and enhance an automatic workflow between all departments of the school.

EUROPEAN LEBANESE SCHOOL, Aramoun

Instructional Design Manager, June 2013

Implementing Educational Technology tools and content in the school

- Create engaging learning activities and compelling course content
- Work with subject matter experts to identify target audience's training needs
- Set instructional end goals and create content that matches them
- Visualize instructional graphics, the user interface and the finished product
- Analyze and apply trends and best practices in learning technologies and instructional design
- Provide exercises and activities that enhance the learning process
- Create supporting material/media (audio, video, simulations, role plays, games etc)
- Devise modes of assessment, such as tests or quizzes, to measure the effectiveness of the course

Achievements:

- Transform books to Interactive FlipBooks to be worked on Laptops
- Gathered and Build resources for each subject of each book

- Creating digital content such as videos, animations, simulations and interactive exercises for each subject of every book.
- Creating a student version of the book different from that of the teacher.
- In November 2013, we were capable of having all Intermediate and Secondary books transformed into digital rich interactive animated e-Books for students and teachers.
- In November 2014, all the school from Preschool till Secondary school had their books flipped to e-Books rich in resources with a yearly expiry date and high security passwords.
- Interactive whiteboards were presented to the school after I contacted a Chinese factory and have them delivered to the school at the least price ever with an exclusive partnership that only I have.
- All classrooms had interactive boards and Projectors and laptops for both Students and Teachers.
- All Books were transformed to Interactive Animated e-Books
- The whole workflow of the school including the e-books was on the School Intranet Portal which still works perfectly.
- Training teachers into implementing educational technology tools and creating resources as well as interactive pages to the subject they teach.
- Nowadays, I am an educational technology consultant for this school and I conduct training sessions for all upgrades in EdTech Services once each month.

LEARNTECH, Beirut

Operations Manager, June 2015

Operating an educational technology company

- Created an Educational Technology company from zero working to create the same package built in European Lebanese School to sell to other schools in the country
- Hired Full timers and Freelancers
- Set the Company, goal, mission, vision and services
- Created Website and Social network Profiles
- Designing, Managing and Improving the Operations System
- Created SOPs for all job descriptions for all operations throughout the company
- Human Resources, cost and asset management
- Future Plans, exclusive products and big deals.
- Marketing, Sales and efficiency.

Achievements:

- Sold More than 1300 exclusive Interactive whiteboards to schools in Lebanon
- Worked with two publishers to transform their whole books to digital interactive animated e-Books
- Learntech has reached a clientele with more than 250 Private and Public Schools.
- Learntech Digital Interactive e-Books are all over the Lebanese Educational Sector.

EDUCATION

Lebanese American School, Beirut

Computer Science, 30 credits left to finish, had to drop out for financial reasons.

European Lebanese School, Beirut

Lebanese Baccalaureate Sciences, 2006

- Honors

LANGUAGES

- Arabic (Native)
- Bilingual in English (fluent) and French (Inarticulate)

NATIONALITY

Lebanese

ADDITIONAL CERTIFICATIONS

- **Microsoft Certified Systems Administrator (MCSA)**
- **Microsoft Certified Professional Developer (MCPD: SharePoint Developer 2010)**
- **Microsoft Certified Application Specialist (MCAS)**
- **Cisco Certified Network Professional (CCNP)**
- **Activ Inspir Trainer**
- **Activ Inspir Trainer of Trainers**

My Company Profile:

What we do at Learntech?

Learntech is a consultancy agency that transforms traditional classroom into a 21st Century educational experience.

What do we offer?

Digital Content:

- *Transforming traditional books into e-books.*
- *Transforming books into e-books with additional resources, simulations, quizzes, videos and much more.*
- *Building up books that align with 21st Century sources such as social media posts and interactions, blogs, motivational speakers, history and real life applications, along with places to visit with respect to or in relation with the topic at hand.*

Technology Tools:

- *Interactive whiteboard*
- *Virtual Reality*

- *Augmented Reality*
- *Hologram and Learning Analytics*
-

Trainings:

Training sessions are held after any purchase of any service for teachers and staff.

Trainings and workshops for students:

21st century hard skills:

- *How to Google search. (The Art of Searching)*
- *How to choose resources, videos and animations.*
- *Hacks for Students.*

What's our Goal?

- *To facilitate the learning experience.*
- *To make learning more enduring, memorable and fun.*
- *To achieve schools' learning objectives through 21st century technology.*
- *To integrate technology as an educational experience rather than a tool.*

Why Learntech?

Our vision is to introduce and formulate lessons through the students' eyes. If we focus on creating an e-book a student from this generation can relate to, learning objectives can be achieved and retained at higher rates.

Therefore, by highlighting resources from 2020, this can include:

- *Movies*
- *Public Figures*
- *Social media posts*
- *Statuses*
- *Memes*
- *History of a topic*
- *Places visited by influencers*
- *"How to" Documents and "Did you know" Facts.*

Any related information to a subject taught all gathered in one e-book. We're reaching a higher number of audiences, building bridges to shorten generation gap, and simply talking our students' language without jeopardizing educational concepts and objectives set by the school and Ministry of Education. Adding more resources and teaching methods and diverse mode of delivery, automatically increases the chance to reach students abilities and better their performance in class.

We make sure to prepare them to a better future in the work place equipped with the needed technology knowledge.

How do we Operate?

- *Contact Schools*
- *Schedule visits*
- *Assess classrooms*
- *Identify schools objectives and needs*
- *Present an action plan to introduce technology in their classrooms*

Whats our target market

- *Schools*
- *Training Centers*
- *Technical institutions*
- *Tutoring Centers*
- *Special Education Centers*
- *Nurseries and Kindergartens.*
- *Individual Teachers and Students all around the world via App (Upon research)*

Why me?

Starting my journey in 2012, as an IT Specialist in a school, I felt that technology in the education sector is underrated.

Generally schools tend to integrate technology through a “technology sessions” once per week whereby students learn how to navigate the web, use Microsoft office, and how to prepare a presentation.

Yet, working closely with the owners and administration, we took a decision to take it a step further. We build up a school network allocating laptops for both teachers and students in each classroom, in parallel; we were creating digital content per subject along with transforming each classroom into a 21st Century classroom.

Integrating this transformative change was challenging for both students and teachers at first. Therefore, we made sure to design weekly and monthly trainings to eliminate any concerns from both sides.

After months of preparation and testing, the new modernized system was glowing flawlessly in each classroom, facilitating the overall learning experience.

From there, I had a vision to build up a consultancy agency and apply the above successful module into schools all over Lebanon.

Learntech is in an ongoing development and growth since 2014, introducing new technologies with a well-rounded digital content archive (especially custom made e-books)

Now, Learntech has reached a clientele of more than 180 schools and educational institutions (Public and Private), with more than 1300 products sold.

The reason for adding my company profile to my CV is to show you what I did for the past few years. I am a hardworking man with a wide vision for the future.

The reason for leaving all of this and pursuing a job in the Gulf is because Lebanon is in a bad political situation at the moment and I want what is best for my Family and I.

- **REFERENCES (PLEASE ASK FOR)**

- *References*
- *Samples of my work*
- *Interactive animated e-Books Demos*
- *Flash text audio sync stories*
- *Training presentations*
- *Workshop modules*