

Dana Sibai

DOB: 9/3/1990 | Nationalities: Lebanese; Ivoirian
Waha Bldg, schools street Bir Hassan Beirut, Lebanon
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Objective:

I am seeking a challenging position that will require me to develop my skills, abilities and experience in my domain, “work and organizational psychology”.

Education:

- **Saint-Joseph University**
2013- 2016 BA in “Work and Organizational Psychology”
2009 - 2012 Attended courses in Clinical Psychology.
- **Collège Saint Elie Btina**
2009 - Lebanese Baccalaureate in literature
2006 - Brevet certificate.

Work Experience:

- **Garderie Les citronniers Teacher July2018- August 2019**
 - Developing a careful and creative program suitable for preschool children
 - Employing a variety of educational techniques (storytelling, educational play, media etc.) to teach children
 - Observe each child to help them improve their social competencies and build self-esteem
 - Guide children to develop their artistic and practical capabilities through a carefully constructed curriculum (identify shapes, numbers, colors, do crafts etc.)
 - Track children’s progress and report to parents
 - Communicate with parents regularly to understand the children’s background and psyche
 - Collaborate with other educators
 - Maintain a clean tidy classroom consistent with health and safety standards
- **Garderie Dent de lait Teacher Novembre 2016 – June 2018 Beirut, Lebanon**
 - Develop and implement child-care programs that support and promote the physical, cognitive, emotional and social development of children
 - Lead activities by telling or reading stories, teaching songs, taking children to local points of interest and providing opportunities to express creativity through the media of art, dramatic play, music and physical activity
 - Plan and maintain an environment that protects the health, security and well-being of children
 - Assess the abilities, interests and needs of children and discuss progress or problems with parents and other staff members
 - Observe children for signs of potential learning or behavioral problems and prepare reports for parents, guardians or supervisor
 - Guide and assist children in the development of proper eating, dressing and toilet habits
 - Documentation and display of the daily experiences with children
- **Musée de préhistoire Libanaise (de l’USJ) Museum Guide March 2016 - July 2016 Beirut, Lebanon**
 - Ticketing, Guided tours, Entertainment educational and Cultural workshops
- **Oh happy days Animation September 2014- December 2014 Beirut, Lebanon**
 - Organizing various events for children
- **American eagle Outfitters Sales Associate November 2012-july2013 Beirut, Lebanon**
 - Provide customer service
 - Handle the clients’ payments
- **ThinkUp LLC Private lessons to children September 2012-october 2012 Beirut, Lebanon**
 - Provide activities for children including songs, games, story telling
 - Compose a report concerning the development
 - Discuss the results with the parents
- **Library Antoine Book Seller October 2011-july 2012 Beirut, Lebanon**
 - Identifying customer needs
 - Helping with book events
- **Greenpeace Active Member February 2011- April 2011 Beirut, Lebanon**
 - Building the Greenpeace team and supporters

Trainings:

- **Mon jardin d’enfants Garderie Claire Maassab February 2010-May 2010**
 - Observe a child and report on observations
- **Hôpital Psychiatrique de la croix May 2012**
 - Observe a person with mental health issues and report on observations
- **Red cross**
 - First Aid Training
- **Kidproof Safety**
 - Safety Training

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Internship:

- **Mike Sports** **March 2015- July 2015**
 - Mixture of duties in the Human Resources field

Languages:

- Arabic, French, English

Computer Skills:

- Microsoft Word, Microsoft Excel, Microsoft PowerPoint

Hobbies:

- Reading, Theater, Movies, Music, hiking, Biking

References:

- Available Upon Request.