

Maha Jawdat Ghandour

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EDUCATION

Degree	Institutes	Year
<u>Master:</u> Education	Lebanese International University	<u>2019-2020</u>
Microsoft Certified Educator Microsoft Office Specialist Lebanese Innovative Educator	Microsoft office and Ministry of Education-Lebanon	<u>2019</u>
<u>Master 2:</u> Inorganic Chemistry Research Project: Development of treatment method and recovery of bio oil subsidence.	Lebanese University Faculty of Science (Hadath)	<u>2015 - 2016</u>
<u>Master 1: Teaching Diploma</u> General Chemistry and Sciences	Lebanese University Faculty of Sciences (Hadath)	<u>2014 - 2015</u>
<u>Bachelor degree:</u> General Chemistry and Sciences	Lebanese University Faculty of Sciences (Nabatieh)	<u>2011 - 2014</u>
<u>High School Diploma:</u> Life Sciences, LS	Sabah High School, (Nabatieh)	<u>2010 - 2011</u>

WORK EXPERIENCE

- **Trainer for teachers:** on using technological tools and applying 21st century skills in teaching Math and Sciences, Microsoft in education tools (office 365, Microsoft office)
- **Trainer for students:** on Microsoft technological programs in learning Sciences and Math subjects (Micro: bit, Minecraft in education)
- Attended certified chemistry teacher trainings at Makassed School and at Al Rahmah High School AL Mabarat Association in Nabatieh. (2019)
- Replacement Chemistry teacher for **grades 7-8-9&10** at National Evangelical School in Nabatieh “NESN” (September 2018).
- Chemistry teacher for **grades 7,8,9,10&11** at Manarat School in Nabatieh (2017-8)
- Chemistry teacher for **grades 7&8** at Al Karamah high school in Beirut (2017)

LANGUAGES

- Arabic: Native Language
- English: Spoken, Read and Written Excellent.
- French: Spoken, Read and Written Beginner.

PRESENTATIONS

- At LIU: Distinguish between official and private school in classroom management based on certified training (25 hours), types of assessment, developing chemistry curriculum, teaching with technology, teaching method and strategies in Math and Sciences
- Chemical analysis of fuel and water that transformed to electricity at Zahrani power factory.
- At LU during the Master's in Chemistry: Xenotransplantation, Ligand field theory, Metathesis of polyolefin process and final Master thesis about petroleum subsidence treatment.

TECHNOLOGY SKILLS

- Leading projects and create an interacting classroom using Microsoft tools in education (Office 365 tools: Sway, One note, Form, Outlook, PowerPoint, Excel) and Activinspire
- Microsoft Office Specialist (MOS), Microsoft Certified Educator Expert (MCE, MIE)
- Developing chemistry art skills using Microsoft Tools in STEAM framework.

TRAINING COURSES

- Lebanese Innovative Educator (MCE, LIE) (2019, Microsoft & Ministry of education, Lebanon)
- Microsoft Office Specialist (2019 at Edunove & ITLS Academies, Microsoft Lebanon)
- Professional Teacher Course (August 2017 at IABC).
- Teachers Planning Course (December 2017 at IABC).
- Activinspire Course (February 2017)
- Laboratory skills accepted during preparing for Masters' Research at Lebanese university faculty of sciences and training at Lebanese (Zahrani) power factory. (2015-6)

REFERENCES

- **Mrs. Fatima Fadlalah:** Academic manager at Karamah High School **Contact:03545957**
- **Prof. Daoud Noufal:** Head of Chemistry Masters' Research at LU **Contact: 03893497**
- **Mr. Tarek El Basha:** Microsoft EDU partner (MENA) **Contact:03817715**