

## Melissa Tanios

### PROFESSIONAL PROFILE

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Computer Science student seeking an internship in the field. Dedicated to meeting requirements efficiently with innovative solutions and discussing technical issues and solutions with scientists and analysts, as well as clients.

### EDUCATION

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| ➤ <b>American University of Beirut</b><br>Major: Computer Science<br>USAID scholarship awarded<br>Cumulative GPA 84/100       | <b>2017 - Present</b> |
| ➤ <b>Secondary Official School of Deir El Qamar</b><br>Lebanese Baccalaureate; General Science.<br>Graduated with High Honors | <b>2014 - 2016</b>    |
| ➤ <b>Saint Joseph de l'Apparition - Deir El Qamar</b>   | <b>2003 - 2013</b>    |

### AWARDS AND RECOGNITION

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- Honor list student at the American University of Beirut: Spring 2018 and Fall 2019
- USAID scholarship awarded
- Degree in General Science section in the Lebanese Baccalaureate official exams.

### INTERNSHIPS

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<b>Intern, Bank Audi, Lebanon</b>	<b>June 2019 - July 2019</b>
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- Created and maintained new web services, as middleware developer, in the IT Department.
- Acquired knowledge about the bank's system connection that was established between existing and new systems to maintain its functionality by using XML, XSD, XQuery and XPath.

<b>Intern, Injaz, Lebanon</b>	<b>August 2019</b>
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- Improved the reporting through updating their excel database with new functions in the non-profit organization that aims to educate and prepare youth to become successful employees and entrepreneurs.

### PROJECTS

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<b>Android and IOS Project: Money management application using flutter</b>	<b>January 2019 - May 2019</b>
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- Self-acquired dart and flutter languages to build the money management application that allows users to track their payments, categorize them and set a budget for every category, which make managing and tracking money easy.
- Created the front-end for the application: the user-interface and the functionalities using flutter with other teammates.
- Wrote the Software Project Management Plan.
- Used the agile methodology to make sure that the team was on track and the project was going smoothly.

<b>Hospital Database</b>	<b>January 2019 - May 2019</b>
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- Writing the ER and converting it to relational model
- Implemented a database for a hospital in SQL that support the following operations: insertion of new data, adding or delete existing data and retrieving interesting information.

## Melissa Tanios

### KEY SKILLS

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#### Computer Skills:

- Programming languages: Java, C, C++, C#, JavaScript, HTML, CSS, Ajax, JQuery, Assembly, dart
- Operating System: Windows
- MS Office (Word, Excel, and PowerPoint).
- Technologies: Eclipse, Visual Studio, Android Studio, Latex, MySQL
- Industry Knowledge: Software Project Management, Software Engineering, Agile Methodologies, Product Development, Project Management, Statistics, Algorithms, Data Structures and discrete structures.

#### Leadership Skills:

Advocacy skills - Capacity and team working - Problem Solving and decision-making - Project Management - Time management - Presentation and Public Speaking - Communication skills - Analytical Skills

#### Language Skills:

Arabic (Native) - English – French

### VOLUNTEER WORK

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#### Introducing the World of Programming to Youth in Shouf

April 2019 - Present

- Assessed the Shouf community needs and identified the project chosen: an introductory web development course for about 40 children.
- Wrote a proposal with a team of five students including objective, course material, location, budget, team evaluation and implementation phases.

#### Caritas NGO - Higher Shouf Region

2017 - Present

- Be a team leader for children in summer camp.
- Collected food and money for people in need.
- Provided logistical support in events and activities in Shouf region.
- Visited and entertained special needs, elderly and children

#### Lebanese Red Cross Youth - American University of Beirut Club

2018 - 2019

- Participated in activities: collecting food and money for people in need, contributing in awareness campaign, assisting a special need teacher in correcting exams.

#### Head of the knights of Mary in Saint Anthony Church - Fouara

2017 - Present

- Organized weekly religious and entertainment meetings for children during summer, in addition to trips, outdoor activities and summer camp.

### CERTIFICATES

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- Certificates for participating in leadership trainings on decision-making, problem solving, team building, time management, computer literacy, multimedia, proposal writing and communication skills in AUB.

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REFERENCES ARE AVAILABLE ON REQUEST