

Antoine Chelala

+96171668948 | ant.chelala@gmail.com

EDUCATION

American University of Beirut, Beirut, Lebanon Aug 2016 – Dec 2019
BA in Business Administration - Minor in Psychology
GPA: 3.9 | Dean's Honor List for 7 semesters | Member of the Beta Gamma Sigma Business Honor Society

Sagesse Saint Jean Brasilia, Baabda, Lebanon Jun 2016
French Baccalaureate, Scientific concentration
Graduated with high honors: 17.6/20 - **Lauréat du Baccalauréat 2016, major de promotion**

EXPERIENCE

Initiatives of Change, Caux, Switzerland Apr 2019 – Aug 2019
Programme Administrator

- Undertook the administration and logistics of the “*Caux Peace and Leadership Programme*” in the Caux Conference and Seminar Center, Switzerland.
- Designed and developed procedures to support all areas of the program: daily trainings, workshops, evening programs, service, and activities.
- Offered pastoral care for a diverse group of 45 participants from over 30 countries.
- Liaised with the Caux Forum team to ensure integration of the CPLP into the Forum events.

Band Industries, Inc. Monteverdi, Lebanon Jun 2018 – Sept 2018
Digital Marketing Intern

- **OSB Internship Star Award** - One of the 17 Nominees out of 300 AUB interns for outstanding performance (Oct. 2018)
- Performed SEO research, evaluated Facebook ads, analyzed online sales, conversion strategy, developed marketing plan, and created a Wikipedia page.
- Conducted and analyzed a survey as a primary data for a new product, as well as secondary data research.
- Developed and designed features of a new music technology product.

Initiatives of Change, Caux, Switzerland Jun 2017 – Jul 2017
Peace and Leadership Program

- Received training based on the concept that Peace and effective Leadership are the key components for the emerging leaders in today's world. With a group from over 30 countries, the Program covered values, peace studies, leadership and project management.
- Reception department: welcomed and looked after more than 800 guests.

B-On Line Study Center, Hazmieh, Lebanon March 2017 – Jun 2018
Tutor

- Tutored High School Students in Biology and Chemistry.

EXTRACURRICULAR ACTIVITIES

Faith and Light - NGO 2005 – Present
Member, Coordinator, and Treasurer

- Planning and executing monthly meetings, summer camps and events.
- Managing finances and volunteers of the group (since 2016).
- Assisting friends with intellectual and/or physical disabilities.

Initiatives of Change Lebanon May 2017 – Present
Member, Coordinator, and Trainer

- Attending and leading Quiet Time sessions, an activity based on self-reflection and sharing.
- Designing and delivering several workshops and trainings around values, communication, types of listening, emotional intelligence, leadership, and self-expression.

Baitna Fanar – NGO 2014 – Present
Volunteer

- Volunteering in several fundraising events.

AIIESEC Sept 2018 – July 2019
Member of the Incoming Global Experience team

- Interviewed and facilitated the experience of International Volunteers to Lebanon.

SUMMARY SKILLS

Languages: English (Fluent), Arabic (Native), and French (Native)

Computer skills: MS Word, Excel, PowerPoint, Power BI, Amplitude

Soft Skills: Team Building, Conflict Resolution, Leadership

Interests and Hobbies: Piano (9 years), Handbells, Swimming, Table tennis, Literature, Traveling