

Full name : Nohra Marlene
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Phone Number: 71/988320
Date of birth : January 1st, 1996
Nationality : Lebanese
Marital status : Single

OBJECTIVE

My aim as an entry-level interior designer would be to learn new interior designing techniques by putting more efforts from my side. I would like to learn and work under the guidance of senior interior designers and take tips from them regarding perfect and efficient interior designing.

WORK EXPERIENCE

- 2016 - 2018: Sworn translation office: Raymonde Romanos, Jdeideh, Lebanon
Translation department
Main activities and responsibility: Translation documents - reply to email, telephone or face to face enquiries - sending emails
- 2015 - 2016: AUL University, Sin El Fil, Lebanon
Administration department
Main activities and responsibility: Answer and direct phone calls - carry out administrative duties such as filing, typing, copying, scanning etc., greeting guests and visitors
- 2012 - 2013: Rassam's shop, Hazmieh - Mar Takla, Lebanon
Sales
Main activities and responsibility: Greeting customers, selling products, being responsible for processing cash and card payments.
- 2011 - 2012: Skinn, leather bags' shop, Hazmieh - Mar Takla, Lebanon
Sales
Main activities and responsibility: Greeting customers, selling products, being responsible for processing cash and card payments.

EDUCATION

- 2016 - 2020 : AUL University, Dekwaneh, Lebanon
Bachelor of Science Degree in Interior Design
- 2015 - 2016 : AUL University, Sin El Fil, Lebanon
First year - BS
Major: Interior Design

SKILLS

- Job-Related Skills** : Teamwork - ability to work under pressure - creative thinking
- Personal Skills** : Hardworking - creative - imaginative

Languages : - Arabic: excellent
- French: good
- English: average
- Italian: average

Computer Competence: - Microsoft applications: Word: good
PowerPoint: good
Excel: average

- AutoCAD: 2D - 3D: good
- 3ds Max - Vray: good
- Adobe Photoshop: good
- Revit: fair

ADDITIONAL INFORMATION

- **Hobbies:** Drawing, playing basketball
- **Volunteering Experience:** Participation in "Alwan club" (Adyan foundation - NGO) in 2012-2013

REFERENCES

Available upon request