

Leen El-Tawil

Verdun, Beirut, Lebanon

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CAREER OBJECTIVE

To obtain a full time position in the field of Civil Engineering that utilizes my analytical and interpersonal skills. I look forward to enhancing women's presence in the engineering field and contributing into achieving the goals on both professional and personal levels.

EDUCATION

American University of Beirut

Bachelor of Civil & Environmental Engineering

Cumulative GPA: 3.20/4.00

Dean's Honor List for the Fall term 2017-18

Graduated: June 2019

Technical Electives:

- | | |
|---------------------------------------|---------------------------|
| • Construction Management | • Hydraulics & Laboratory |
| • Prestressed Concrete | • Structural Analysis |
| • Foundation Engineering | • Engineering Hydrology |
| • Plan & Design of Airport Facilities | |

Rafic Hariri Highschool

Lebanese Baccalaureate Degree

General Sciences (GS)

September 1999 – June 2014

EXPERIENCE

Site Engineer Intern - East for Consultancy and Project Execution, South of Lebanon

June 2019 – September 2019

- Worked closely with a team of site engineers on a project of a three-story building within an area of 2,500 square meters
- Overseen various finishing works: plastering, tiling, false ceiling installation and painting
- Maintaining high quality assurance and control (QA/QC) for site equipment
- Reviewed construction drawings for constructability
- Supervised concrete works: slabs, columns, shear walls

Operations Officer - Z.Z. SARL

2016

A family owned and operated non-profit organization serving and assisting young orphaned children.

- Oversee and direct daily company administrative processes and procedures
- Implement improved operational measures and policies that promotes efficiency
- Identifying local partnership opportunities

ACADEMIC PROJECTS

- Completed a Final Year Project that studies the Integrated Management of Saida Coastal Highway
- Completed a term project on the water distribution network of Old Saida
- Completed a highway design project and a parking design project

SKILLS

- Fluent in English and Arabic - Intermediate in French
- Proficient in Microsoft Office – Word, Excel, PowerPoint
- Proficient in AutoCAD and Civil 3D
- Familiar with ETABS, SAP2000, PCACOL, SAFE, MATLAB, C++
- Leadership, Communication, Team-Building, Management, Public Speaking, Social Networking

ACTIVITIES AND HONORS

- Member of the AUB Handball Team 2015 – 2019
- Dean's Honors List 2017 – 2018
- Volunteer with the UN Global Compact, *on the Beirut Relief Initiative* September 2020