

LAYAL OUEISS

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📍 Beirut, Lebanon

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EDUCATION

English Language and Literature

Arab Open University (British and Lebanese
Bachelor of Arts)

Beirut, Lebanon

WORK EXPERIENCE

Cabin Crew

Middle East Airlines

11/2015 - Present

Lebanon

Achievements/Tasks

- Ensuring passengers' safety, security and comfort.
- Entertaining and supervising children and infants while their parents eat or sleep.
- Taking care of unaccompanied minors and children who are flying in a different cabin class to their parents/guardian.

Summer Camp Counselor

Pygmalion Center

06/2015 - 09/2015

Lebanon

Center for children and adults with special needs and disabilities.

Achievements/Tasks

- Planning, leading, and implementing camp programs for children.
- Providing educational and recreational opportunities and enjoyable experiences for camp participants.
- Supervising campers and ensuring their safety and general wellbeing.

Administrator

Pygmalion Center

10/2014 - 09/2015

Lebanon

Achievements/Tasks

- Scheduling and organizing appointments.
- Registering and introducing children and adults to the center.
- Providing emotional support for both children and overwhelmed parents.

Shadow Teacher.

Twinkle Stars Daycare

10/2014 - 05/2015

Lebanon

Achievements/Tasks

- Assisting and supporting children with special needs during their early learning years.
- Maintaining positive student-teacher relationship and cooperated with parents on a daily basis.

Private Afterschool Tutor

Freelance

10/2012 - 05/2015

Lebanon

Achievements/Tasks

- Explaining difficult subjects and combining various teaching methods and techniques to help students improve their school results.

SKILLS

Microsoft Office, PowerPoint, Excel, Word.

Good team-work communication skills and good public social presence.

Able to help people with special educational needs.

Confident, motivated and eager to learn new things.

Accepting and seeking challenges.

Able to work with others and interact with people at all levels.

Excellent customer service with good organizational and time management skills.

Firefighting

CERTIFICATES

Certificate of Award for successful completion of the English Access Micro-scholarship Program (07/2009 - 04/2011)

The Embassy of the United States of America in Beirut.

Certificate of Achievement of the Leadership Program (03/2010)

Injaz, Lebanon

First Aid (12/2015)

Lebanese Red Cross

LANGUAGES

Arabic

Native

English

Full Professional Proficiency

French

Limited Working Proficiency

REFERENCES

Available upon request