

NOUR KABBARA

9th of November 1999

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PERSONAL STATEMENT

Enthusiastic student currently finalizing my master's degree in web science & digital economy and prepared to contribute to organizational success while developing new skills and gaining real-world experience.

Quick learner, familiar with common software applications and research methodologies. Dedicated to working until projects are completed and meeting highest standards and eager to bring value to your company through hard work and commitment to quality.

EDUCATION

SEPTEMBER 2020 – EXPECTED GRADUATION: JULY 2022

MASTER OF SCIENCE: WEB SCIENCE & DIGITAL ECONOMY

UNIVERSITÉ SAINT-JOSEPH DE BEYROUTH – BEIRUT, LEBANON

SEPTEMBER 2018 – JULY 2020

BACHELOR OF SCIENCE: BUSINESS ADMINISTRATION AND MANAGEMENT

UNIVERSITÉ SAINT-JOSEPH DE BEYROUTH – BEIRUT, LEBANON

GPA 3.77

SEPTEMBER 2017 – JUNE 2018

LEBANESE BACCALAUREATE IN GENERAL SCIENCE

RAWDAT EL-FAYHAA HIGH SCHOOL – TRIPOLI, LEBANON

EXPERIENCE

JANUARY 2021 – MAY 2021

DIGITAL BUSINESS - INTERNSHIP, WATANI

- Strengthened my **digital marketing** and **e-commerce** skills.
- Worked on **Search Engine Optimization (SEO)**.
- Wrote a **blog**.

JUNE 2019 – AUGUST 2019

JUNIOR ACCOUNTANT - INTERNSHIP, UNITED FOR ACCOUNTING & AUDITING

- Reviewed financial documents to verify accounting data and mathematical accuracy.
- Compiled general ledger entries on short schedule with 100% accuracy.
- Prepared journal entries and entered system using EDM Software.

SKILLS & STRENGTHS

LANGUAGES

- Arabic: Native Speaker
- French: Full professional proficiency
- English: Full professional proficiency
- Turkish: Basics

DIGITAL SKILLS

- Microsoft Office (Word, PowerPoint, Excel, Outlook, Access...)
- Social Media

ORGANIZATIONAL/MANAGERIAL SKILLS

- | | |
|-----------------------|------------------------|
| • Self-Regulation | • Problem Solving |
| • Time management | • Patience & Endurance |
| • Attention to detail | • Positive Attitude |
| • Teamwork | • Desire to Learn |

INTERESTS & HOBBIES

- Basketball
- Jigsaw Puzzle (1,000 – 3,000 pcs)
- Art
- Board games

References are available upon request.

Updated on: September 10, 2021