


Zeina Mansour

 Hamra, Beirut- Lebanon

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 81272634

EDUCATION

Lebanese American University, Beirut, Lebanon

Sept.2017- May 2020

Recipient of a full scholarship from USAID CGPA: 3.64/4 (*distinction list*)

Bachelors of Sciences in Business Studies- Emphasis in Banking and Finance

INTERNSHIPS

June- July 2019- Internship at Fransabank

Position: Intern

- ▣ Worked in the commercial and operational sections
- ▣ Dealt with Fransabank's products, transfers, and transactions

July- Aug. 2019- Training at the Central Bank of Lebanon, Beirut, Lebanon

Position: Intern

- ▣ Attended seminars, workshops, and lectures regarding each department functions
- ▣ Rotated within different financial departments

Sept.2020- Nov. 2020- Internship at CapB, Beirut, Lebanon

Position: Banking Research Analyst

▣ Handled many banking reports and annual reports and transforming them into easy data that is accessible for everyone and therefore, forming databases

Nov.2020- Dec. 2020- Training at J&P Steel Work, Dekweneh, Beirut, Lebanon

Position: Associate Operator

▣ Ensured that proper systems, steel equipment, materials, and other resources are in place to meet production demands on time

Nov.-2020- Current- Online tutoring for global university students

Position: Freelance Tutor (Lebanon and Kuwait)

- ▣ Academic guidance for university business students
- ▣ Assistance in projects to ensure correct assessment and understanding

VOLUNTEER WORK & EXTRA-CURRICULAR ACTIVITIES

▣ Community Service (May-June 2019)

Speaker and Project organizer: Organized full day's activities for high school students in Qobayat village where yoga mats and dumbbells were distributed to them with brochures of scientific advices

▣ MMKN NGO (Sept.2018-Feb. 2020)

Volunteer: Supervised and taught 30 young girls of grade 8 in Koraytem and motivated them

▣ ROAD (Sept.2019-Jan. 2020)

Volunteer: Did fun activities to Syrian and Palestinian kids in the camps of Sayda and added a spirit of love and happiness to their souls

CERTIFICATIONS/ AWARDS

▣ **Certificate of Appreciation-** Outreach and civic Engagement at LAU, Beirut -Mar2020

▣ **Certificate of COVID-19 Awareness Training-** Dean of students at LAU, Beirut -May2020

SKILLS

COMPUTER: Microsoft Excel, PowerPoint, Word

LANGUAGES: Arabic, French and English