

# **Razan Mansour**

## **Intern**

 Lebanon, Beirut



July 15, 2002



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## **CAREER OBJECTIVE:**

Hard-working university student with proven multitasking, planning, and research skills. Seeking to put my knowledge into practice, I am looking to make a start to my career and leverage my abilities to successfully fill an intern role and achieve high-quality work. Frequently praised as efficient by my peers, I can be relied upon to produce good results and complete my tasks.

## **WORK EXPERIENCE:**

Completed a two-month internship at Servcorp, downtown (06, 2021 – 08, 2021).

- Worked on management and marketing activities
- Wrote a press release for the company

## **EDUCATION:**

**American University of Beirut**

**Hamra, Beirut**

**GPA: 3.6**

*Completed coursework towards second year Business Administration, marketing*

*Relevant Coursework*

- Academic and Advanced English
- Fundamentals of Management and Organizational Behavior
- Business Communication Skills Workshop
- Intro to Marketing

*Awards and honors*

- Dean's List
- Model United Nations Participation Award

*Extracurricular Activities*

- Business Student Society Club
- Community Service Activities
- Model United Nations (MUN)

## **ADDITIONAL SKILLS:**

Professional Working Proficiency	Teamwork	Time-Management	Problem-Solving
Management Skills	Attention to Details	Typing	Creativity

## **CERTIFICATIONS:**

- Certificate of Achievement