

Curriculum Vitae

Maryam Shehab

Phone Number: +961-71- 378137
E-mail Address: Maryam.shehab@lau.edu

Education

Master's in Computer Science,	Expected Date of Graduation: May 2022 Lebanese American University (LAU) Beirut, Lebanon
B.S. in Mathematics, Minor in Computer Science, And Teaching Diploma	Date of Graduation: May 2020 Lebanese American University (LAU) Graduated with High Distinction: GPA: 3.84 Beirut, Lebanon
Lebanese Baccalaureate – General Sciences 2016 Graduated with Honors	Lebanese International School Beirut, Lebanon

Experience

From 06/2021 to 10/2021 Beirut, Lebanon	Ibad Al-Rahman Association Position held: Trainer <ul style="list-style-type: none">Organized and delivered two Coding 101 courses: Introduction to Object Oriented Programming in Java
From 05/2021 to 02/2022 Beirut, Lebanon	Anera-Unicef Youth Functional Skills Program Position held: English Teacher <ul style="list-style-type: none">Organized and delivered English courses.
From 08/2020 to 09/2020 Beirut, Lebanon	Ibad Al-Rahman Association Position held: Database Manager <ul style="list-style-type: none">Managed the database of the affected houses after the Beirut Blast.Supervised 3 data-entry volunteers.
From 02/2020 to 04/2020 Saida, Lebanon	Unite Lebanon Youth Project Position held: Teacher <ul style="list-style-type: none">Delivered SAT Math sessions in the University Prep Course Program

From 10/2019 to 01/2020
Beirut, Lebanon

Irshad Islah Organization

Position held: Trainer

- Organized and delivered Coding 101 course: Introduction to Object Oriented Programming in Java

From 09/2019 to 05/2020
Beirut, Lebanon

Khaled Bin Al-Walid/Al-Horj College

Training: Practice Teacher

- Observed math sections from grades 10, 11, 11(Intensive Program), 12
- Learned the various teaching methods implemented in the class
- Assisted the teacher

From 05/2018 to 05/2020
Beirut, Lebanon

Dean of Students' Office – LAU

Position held: Math tutor for introductory Math courses

- Group tutoring for the following courses: Calculus 1, Calculus 2, Discrete Mathematics, Basic Mathematics and Business Mathematics.

From 09/2016 to 05/2020
Beirut, Lebanon

Department of Computer Science and Mathematics - LAU

Position held: Student Assistant

- Office Assistant for Miss Dania Shebaro, Senior Academic Assistant for Computer Science and Mathematics department
- Assistant for Dr. May Hamdan, associate professor of Mathematics in the Department of Computer Science and Mathematics
- Assistant in the Computer Lab for the following course: Objects and Data Abstraction. Fall 2017
- Usher during LAU Mathematics Tournament 2017 and 2019

From 09/2016 to 12/2016
Beirut, Lebanon

MMKN

Position held: Volunteer Teacher

- Helped 8th grade public school students to accomplish the tasks asked by the teachers on their agenda

From 08/2016 to present
Beirut, Lebanon

Private Tutor

- Taught grade 10, 11, and 12 students Math lessons
- Prepared them for the SAT Math section

From 05/2017 to 08/2017
Beirut, Lebanon

Ibad Al-Rahman Association

Position held: Lecturer

- Organizer of Major counseling activity
- Organized and delivered SAT and math sessions

Activities

From 12/2016 -12/2018
Beirut, Lebanon

Irshad Islah Organization

Project: Support of Syrian refugees in Lebanon

Position held: Volunteer

Tasks: Assisted with field surveys

From 09/2016 to 05/2017
Beirut, Lebanon

Social Work Club- LAU Beirut

Position held: Member

- Organized and headed fun activities and competitive games for orphans

From 09/2016 to 05/2017
Beirut, Lebanon

LAU Model Arab League

Position held: School Relations Coordinator

- Maintaining contact with all registered schools and delegates between registrations through the end of the conference
- Overseeing the conference check-in process
- Working with and relaying information to other teams, depending on the services or needs of schools
- Participating in the faculty advisor feedback sessions

From 09/2014 to 06/2015
Beirut, Lebanon

Dr. Mohammad Khalid Social Institutions

Position held: Project Coordinator

- Organized series of activities for the Orphans including crafts

From 2001 till present
Beirut, Lebanon

Ibad Al-Rahman Association

Position held: Volunteer in different positions

- Assisted with field surveys for Lebanese people in Rashaya
- Leader for Girl Scouts Troop
- Helped in the project of distributing used school and university books for various students
- Organized Iftars for orphans in Ramadan; managed food preparations and food distribution; managed volunteers before, during, and after Iftar
- Organized Adha festival day; prepared games; organized volunteers; prepared decorations; led teams in the preparation process
- Participated in the food distribution project for the needy in Ramadan; manage distributing volunteers; take care of food preparations; tracking distribution numbers
- Member in the scout troop since childhood; learned basic life skills; attended several camps; have different scout skills; supervise little scouters
- Acquired scout Wood Badge level 1.

Certificates

- Achievement Level Certificate - American College Testing (ACT) 2017
Attained an achievement level above the national mean on the College Assessment of Academic Proficiency tests in Mathematics and Critical Thinking
- The Highest GPA Award in Mathematics: Lebanese American University 2018
for the academic year 2017-2018
- LAU Programming Contest (LAUPC) 2018
Attained the fifth position in the 2018 LAU Collegiate Programming Contest
- LAU Mathematics Tournament 2018
Participated in the 2018 LAU Mathematics Tournament
- INJAZ Lebanon Innovation Camp 2018
Participated in "Explore the Spirit of Entrepreneur" Innovation camp in partnership with Injaz, CitiBank and HiCart

Conferences and workshops

- **Design an Online Course in 24 Hours Course**, Hamdan Bin Mohammed Smart University, April 2021
- **Be an Online Tutor in 24 Hours Course**, Hamdan Bin Mohammed Smart University, April 2021
- **Human Values**, Hala Halawi, October 2018
- **Human Behavior**, Nabil Machaka, October 2018
- **Meetings Management**, Jihad Itani, September 2018
- **Types of Intelligence**, Nisrine Houi, September 2018
- **Conflict Resolution**, Rami Alsalloumi, September 2018
- **Communication Skills and Building Relationships**, Wissam Hussein, March 2017
- **Women in Data Science Conference**, American University of Beirut, February 2017
- **Art of Negotiation and Persuasion**, Ameer Soubra, September 2016
- **Skills of Oral presentation**, Hanadi Sheekh Najeeb, December 2015-January 2016
- **The Principles of Teamwork**, Abed Allah Hanano, November 2015
- **ABCs of Success**, Hassan Youssouf, August 2015
- **The Art of Listening and Communication**, Khadija Lababidi, August 2015
- **SWOT Analysis**, Hanadi Abed Jawad, February 2015

Technical Skills

- Experienced in Java, MATLAB.
- Knowledgeable in C language, SQL, Oracle SQL Developer, Ubuntu Linux, Python, R.
- Experienced in MS Word, Excel, PowerPoint, Access, Internet use, Visual Basic, Social media.

Summary Skills

Languages: Fluent in Arabic and English

Soft Skills: Leadership, Communication, Team-Building, Organizational Management, Public Speaking, Teamwork, Scouting and Volunteering.

References

Available upon request