

BARAA

AL NABOLSI

Beirut, Lebanon

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	OBJECTIVE
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A top performing secretary who is both professional and trustworthy seeking position in a dynamic work environment.

	EDUCATION
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Python | Glow Beirut 2021

High School Certificate | Lebanese Ministry of Education Beirut 2021

Robotics | Glow Beirut 2020

ICT (Information Communication Technology) | CIS College Beirut 2019

Basic Computer Skills | AOU (Arab Open University) Beirut 2019

Aptis | British Council Beirut 2019

	SKILLS
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- MS Office (Word, Excel, Power Point).
- Outlook.
- HTML, CSS, Python.
- Google Tools.

	ACTIVITIES
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I have always had a passion to learn and discover new things in different fields, particularly modern technologies. I have been working to develop my experiences in the English language and Networking field through many resources and courses at online education platforms. Also, I participated in diverse

social and voluntary events. For example, in 2018, I volunteered with one of my friends in the Irshad & Islah Association to support the Syrian refugees' children psychologically through several activities. In addition to that, in 2020, I provided free private lessons in the English language for the children of my neighborhood and the children of my friends.