

## OBJECTIVE/Profile

Seeking a full-time or part-time job, as well as internship. Quick learner who possesses a versatile skill set. Ability to produce outstanding results individually and as a part of a team. Passion for both learning and teaching others.

## EDUCATION Most Recent Backwards

From Aug/2019 to May/2021	<b>American University of Beirut</b> Master degree in Arabic studies Expected Date of Graduation: May 2021 Honor degree	Beirut, Lebanon
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From Aug/2016 to May/2019	<b>Lebanese American University</b> BA in Arabic Language and Literature Honor degree	Beirut, Lebanon
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From Aug/2015 to June/2016	<b>Sour High School for Girls</b> High School Diploma /Humanities Second Rank in Lebanon	
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## EXPERIENCE Most Recent Backwards

From Aug/2019 to Present	<b>American University of Beirut,</b> Beirut, Lebanon  Position Held: Researcher <ul style="list-style-type: none"><li>• Collecting data</li><li>• Proofreading papers and books</li><li>• Suggesting new editing</li></ul>
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From Aug/2019 to May/2021	<b>American University of Beirut</b> Beirut, Lebanon  Position held: Co-instructor <ul style="list-style-type: none"><li>• Assisted professor in class work and activities</li><li>• Prepare for class activities and assignments</li><li>• Evaluate students' final papers and work</li></ul>
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## PROJECTS ACCOMPLISHED/OR EXTRA CURRICULAR ACTIVITIES

- -مراجعة كتاب خاصّ الخاصّ في الأمثال، دار المشرق.
- -التنوّخي في نصّ معاصر، مجلة رأي العربية.
- -لم أشتدّ عشق الإنسان لهذا العالم، دار المشرق

## SKILLS

**Languages:** Fluent in English, Arabic with basic knowledge in Russian (writing, reading and speaking)

**Computer Skills:** MS Word, Excel, PowerPoint, Access, Internet use, Visual Basic.

**Research Skills:** Formulating questions, collecting data, recording data, organizing data, interpreting data.

**Technical Skills:** Surveying, Analytical mind, lead and manage a team.

**Soft Skills:** Leadership, Communication, Team-Building, Organizational, Management, Public Speaking.