

Sarah Barakat

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EDUCATION

American University of Beirut, Beirut, Lebanon

September 2019 – Present

Bachelor of Arts in Economics and a Minor in Applied Mathematics

Award: Recipient of the Al Ghurair STEM Program scholarship from AGFE.

WORK EXPERIENCE

- **Resident Assistant**, Lebanon - AUB **September, 2021– Present**
 - Planned and implemented programs to assist students in transitioning to campus
 - Managed administrative duties: budgeting, maintenance requests, incident reports, and room transfers
- **AIESEC**, Beirut, Lebanon **March 2021 – January 2022**

Head of Professional Partnership Development

 - Administered applications, conducted interviews and assisted applicants to find a suitable internship.
 - Collaborated with the finance department to budget for the incoming exchange products
 - Outlined proposals and drafted partnerships with partners
 - Lead the educated feasibility analysis for Local Talent Program
- **NaTakallam**, New York - Remotely **January, 2021– May 2021**

Social Media, content research and design support Intern

 - Worked with the wider communications team to execute strategies and implement campaigns
 - Monitored analytics with social media team to identify viable ideas
 - Contributed to basic graphic design needs of communication materials
- **Sustain Leadership**, Dubai - Remotely **Late September 2020 – December 2021**

Intern

 - Researched and reported material related to work scope
 - Coordinated with prospected potential partners and stakeholder
- **Goethe-Institute**, Beirut, Lebanon **27th July 2019 – 5th August**

Internship as a PR assistant in The Entrepreneurship Summer School

 - Captured participants' journey and took part in the [social media](#) team
 - Supported the organizing team, assisted the workshops, and wrote daily reports

Leadership Experience and Extracurricular Activities

- **Orphan Welfare Society**, Saida Lebanon
 - Participated in the C4D Program in collaboration with UNICEF.
 - Supported their new campaign of selling face masks and Eco-friendly diapers