

RAWANE HALABI

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CAREER

may 7 – aug 7

secretary – hamra

hospital secretary

good customer service.

data entry of the patients informations .

write prescriptions for the patients .

call and organize the schedule of doctors .

organization of the new and old files .

getting the results of patients test.

getting the clinics ready for each doctors .

juin – sep

kids activities team member

kids area

Supervise and monitor the safety of children.

Help children keep good hygiene.

Develop schedules and routines to ensure that children have enough physical activity, rest, and playtime.

Kept athletic and games equipment and facilities organized and maintained.

EDUCATION

oct 2020 – aug 2021

computer and communication engineering

first year

2019 – 2020

lycee du damour – *damour*

terminal science general

2005 – 2019

doha high school – *doha*

bac1 scientific francais

LANGUAGES

français



english



arabic

