

DIALA THOUMY

18/09/2000 | Lebanon | +961 71 051 185 | dialathoumy@hotmail.com

EDUCATION

Holy Spirit University of Kaslik
2019 - 2022

BA in Finance.

Antonine Sisters School Ghazir
2003 - 2018

Lebanese Baccalaureate in Economics
and Social Sciences.

CERTIFICATIONS

CS50's Introduction to Computer
Science - Harvard University.

SQL - Sololearn.

NDG Linux Essentials - Cisco.

The Seven Habits of Highly Effective
People Seminar - Starmanship.

Public Speaking - Oxford Scholastica.

English Language - Oxford Radley.

Psychological First Aid – Lebanese Red
Cross.

Completion Day at Bank Audi.

High Distinction at The ASG Science
Fair.

VOLUNTEERING

Lebanese Red Cross – Emergency
Medical Technician

AIESEC – Student Volunteer

LANGUAGES

Native Arabic

Full Professional English

Full Professional French

Elementary Professional Spanish

SOFT SKILLS

Communication

Leadership

Patience

Quick-Learning

EXPERIENCE

Concession Supervisor Intern at Qatar Star Services for the 'FIFA Arab Cup 2021'

Nov 2021 – Dec 2021

- Analyzed and resolved problems faced by associates and guests.
- Scheduled, trained, counseled and enforced work procedures and service standards.
- Evaluated, observed and documented job performance of cashiers, runners, fillers, and food handlers.
- Ensured that all the equipment is set up properly and operating efficiently.
- Estimated, requested and inspected supplies and inventory.

Finance Intern at Union of Arab Banks

Jul 2021 – Aug 2021

- Wrote articles about the latest finance news for the new "Union Banques Francophones" magazine.
- Researched for the adequate market size to provide insights into market investment decisions.
- Explored the potential of a market in terms of size and profitability.
- Analyzed financial information from different sources.
- Reviewed the balance sheets of the company and made sure of their accountability.

Hostess forAmericano at Aishti by the Sea and Royal Agency

Jun 2019-Aug 2019 | Jun 2018 – Aug 2018

- Greeted an average of 350 guests per day at the door and escorted them to the tables.
- Organized and scheduled reservation for customers.
- Ensured that customer needs and desires were met.
- Responded to customer complaints.