

Lama Muslem
Tyre, Lebanon
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EDUCATION

Phoenicia University (PU)

Sarfand, Lebanon

BE Civil Engineering

09/2017 – 02/2022

Abbasiah High Public School

Tyre, Lebanon

Life Science – Lebanese Baccalaureate

09/2015 – 06/2017

PROFESSIONAL EXPERIENCE

Freelancer

Tyre, Lebanon

English Teacher

09/2021 – Present

- Emphasized the rules of composition, grammar and sentence construction.
- Taught students the spelling of words, and their meanings.
- Executed lessons efficiently using different styles of teaching depending on the content.
- Composed lesson plans in order to successfully incorporate the full duration of each lesson.

Intersos

Tyre, Lebanon

Internship

06/2021 – 08/2022

- Ensured that the sites safe through insuring that legislations and policies are adhered to.
- Provided technical advice and suggestions for improvement on projects.
- Managed all costs, quantity surveying, and pricing related to the building and civil engineering projects of the university.
- Executed tactical omnichannel optimization plans to ensure client's as well as developed digital marketing campaigns for continuous sales growth.
- Provided reports which included project timelines, areas where costs may exceed expectations, and potential delays or issues that could arise during construction.
- Analyzed the financial costs of risk and uncertainty.

EXTRACURRICULAR EXPERIENCES

- PU Engineering Club (member)
- Former English Access Program (Amidesat)
- Engineer Without Borders Club (member)

LANGUAGES, & SKILLS

- **Languages:** Native in Arabic, C2 in English
- **Technical Skills:** Microsoft Office, PLAXIS, Zendesk, AUTOCAD 2D, SAP 2000, Robot Structural Analysis, Civil 3D, C++, MathLab, S- Concrete, SAP200, Synchro, HCS 2010, E-tabs, and Safe...
- **Soft Skills:** Communication and interpersonal skills, organizational skills, attention to details, etc.
- **Interests:** Hiking, Drawing, Traveling...