

# Sara Hamzeh

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## Education

**Lebanese American University (LAU), Beirut Lebanon** Sept 2019 – May 2022

**Bachelor of Science in Business Studies – Information Technology Management** GPA 3.9/4.0

Full Leadership Scholarship funded by MEPI TL

Related Courses: System Analysis & Design, Data Analytics, Enterprise Resource Planning

**Virginia Commonwealth University, VA, USA**

Fall 2021

**Exchange Semester Abroad**

Related Courses: Database Management, Business Data Communication

## EXPERIENCE

**Retail Planner Intern – Blom Bank, Beirut, Lebanon**

Jan – Feb 2022

- Testing IT scenarios
- Conducted market research

**Logistics Coordinator Intern\_ Grace Investments, Beirut, Lebanon**

July 2022

- Managing Inventory
- Testing ERP System
- Designing WMS System

## LEADERSHIP & COMMUNITY ENGAGEMENT ACTIVITIES

- Volunteering - MMKN NGO 2021
- MEPI TL Volunteering and Civic Engagement Committee, President 2020-2021
- Completing a US virtual program with the FHI360 2020
- MEPI TL Volunteering and Civic Engagement Committee, Secretary 2020
- Aabey Orphanage, Volunteer 2020
- Bassma Association, Volunteer 2019
- Active Member-LAU Spread Awareness Club Sept -Dec 2019

## CONFERENCES, WORKSHOPS, AND SEMINARS

LAU MEPI Department:

- Servant Leadership 2022
- Communicate Professionally 2022
- Leading through Change 2022
- Communication and Public Speaking Workshop 2021
- Art of Debate Workshop 2020
- Entrepreneur Skills and Start up Trends 2019
- Time Management Workshop, LAU MEPI Department 2019
- Maharat Min Google Digital Marketing Training, LAU Career Office 2021

## KEY AND SKILLS COMPETENCIES

- Business: Analytical, communication, time management, team-work, highly motivated
- Computer: Microsoft Office (Word, Excel, Power Point, Access & Outlook), SPSS, Oracle SQL Python and, Visual Basic
- Languages: English and Arabic (fluent)

## HOBBIES AND INTERESTS

Cooking, organizing events..

