

Karem El Kadi

Mobile: +961-71588857 | E-mail: Karem.elkadi@lau.edu

EXPERIENCE

Information Technology Management tutor at Our Easy Game February 2022 – Present

Administrative Assistant at West Hill College June 2021 – August 2021

EDUCATION

Bachelor of Science in Business Administration

Emphasis Information Technology Management

Lebanese American University, Beirut, Lebanon. Current CGPA:3.7 Sep 2019 – Present

West Hill College, Kabreshmoun, Lebanon

Lebanese Baccalaureate, Life Sciences

September 2004- July 2019

EXTRACURRICULAR ACTIVITIES/AWARDS

Volunteered in DAFA Campaign December 2021

Member in Artificial Intelligence Club September 2021

Volunteered in cleaning campaigns with different NGOs for the Beirut port explosion August 2020

Initiated a school summer camp for children June 2020

Participated in LAU SCIENCE FAIR April 2019

Volunteered in a house renovation project for people in need January 2019

Organized a fundraiser in High School for Breast Cancer Awareness March 2018

SKILLS

LANGUAGES: Fluent in Arabic & English.

IT/COMPUTER LITERACY: Highly skillful usage of Microsoft Office programs (Word, Excel, PowerPoint, Access, etc...), Visual Studio, SQL, SAP, and SPSS.

PHOTOSHOP & ILLUSTRATOR: Basics of design and branding.

PERSONAL COMPETENCIES: Analytics, Perseverance and Communication

BUSINESS DATA ANALYTICS & ENTERPRISE RESOURCE PLANNING: Courses completed and excelled in.

INTERESTS / HOBBIES

Constantly developing with the digital/data world while learning new methods and techniques that may enhance the level of my computer literacy. In addition to that, I tend to spend my free time playing football, snowboarding, and working out in the gym.

Certificates and references are available upon request