ABBAS AHMAD CHALHA

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EDUCATION

08/2023 – Present	**Lebanese American University.** M.S. in Computer Science	Beirut – Lebanon
09/2018 – 06/2021	**Lebanese International University** B.S. in Computer Science Scholarship based on merit: GPA: 3.9/4.0	Beirut - Lebanon
09/2017 – 06/2018	**Abdo Mortada Husseini Secondary School** Baccalaureate Degree with grade "Good"	Bekaa - Lebanon

EXPERIENCE

08/2023 – Present   **Lebanese American University**   Beirut – Lebanon

Part-Time Faculty Member (Instructor)

1. **Course Delivery**
   - Developed and delivered engaging lectures and presentations for CSC201 – Computer Applications and CSC243B – Introduction to Object Oriented Programming.
   - Facilitated discussions and encouraged student participation to enhance the learning experience.
2. **Curriculum Development**
   - Contributed to the design and improvement of course materials and curriculum.
   - Incorporated real-world examples and case studies to make content relevant to students.
3. **Assessment and Grading**
   - Designed and administered assessments, quizzes, and examinations to evaluate student understanding.
   - Provided timely and constructive feedback on assignments to help students improve.
4. **Office Hours and Student Support**
   - Held regular office hours to assist students with questions, concerns, and additional guidance.
   - Offered mentorship and academic support to students, fostering a positive learning environment.

08/2023 – Present   **Lebanese American University**   Beirut – Lebanon

Graduate Assistant – Department of Computer Science

1. **Teaching Assistance**
   - Assisted professors in the preparation and delivery of computer science courses.
   - Conducted tutorials, labs, and workshops to support student understanding of course materials.
2. **Grading and Feedback**
   - Assessed and provided constructive feedback on student assignments, exams, and projects.
   - Maintained accurate records of grades and communicated with students regarding their performance.

3. Proctoring and Exam Administration
- Administered and proctored exams, ensuring a secure and fair testing environment.
- Implemented and enforced exam protocols, including verifying student identities and monitoring for academic integrity.

12/2021 – 10/2023   **E-Siters**   Beirut - Lebanon

Data Entry Operator and Administrative Assistant

1. Data Entry Accuracy
- Maintained a high level of accuracy and attention to detail while entering and updating data into the system.
- Verified and corrected discrepancies in data to ensure completeness and reliability.

2. Efficient Typing Skills
- Demonstrated proficient typing skills, exceeding 30 words per minute.
- Transcribed and inputted data from various sources in a timely and accurate manner.

3. Quality Control
- Conducted regular quality checks on data entries to identify and rectify errors promptly.
- Collaborated with team members to establish and adhere to data entry standards.

4. Office Organization
- Coordinated and maintained office supplies, ensuring a well-organized and efficient work environment.
- Managed filing systems for documents, correspondence, and records.

5. Customer Service
- Interacted with clients, vendors, and other stakeholders professionally and courteously.
- Addressed inquiries and resolved issues promptly to maintain positive relationships.

09/2021 – 12/2021   **American University of Beirut**   Beirut – Lebanon

Graduate Assistant – Department of Computer Science

1. Teaching Assistance
- Collaborated with faculty to enhance the delivery of computer science courses.
- Led discussions, labs, and workshops, tailoring approaches to meet diverse student needs.

2. Grading and Feedback
- Conducted detailed evaluations of student assignments, providing constructive feedback to enhance comprehension and academic performance.
- Implemented a transparent grading system, clarifying assessment criteria to ensure fairness and understanding among students.

3. Proctoring and Exam Administration
- Administered exams, ensuring adherence to university policies and maintaining a secure testing environment.
- Verified student identities and monitored for academic integrity during exam periods.

ACHIEVEMENT'S CERTIFICATE

02/2023	Meta Introduction to Front-End Development
04/2023	Meta Programming with JavaScript
05/2023	Meta Version Control
01/2023	Full Stack Web Development Certificate
02/2021	CISCO Certificate in IT Essentials
07/2020	CISCO Certificate in CCNA Routing & Switching: Routing and Switching Essentials
02/2020	CISCO Certificate in CCNA Routing & Switching: Introduction to Networks
2018-2021	Dean's Honor List (3 times), President's Honor List

SKILLS

Technical Skills

- Programming Languages: (e.g., Java, Python, C++, JavaScript, etc.)
- Database Management: (e.g., SQL, MySQL, MongoDB)
- Web Development: (e.g., HTML, CSS, React, Node.js)
- Software Development: (e.g., Git, version control)
- Operating Systems: (e.g., Windows, macOS)
- Algorithms and Data Structures
- Object-Oriented Design and Programming
- Network Protocols and Security

Soft Skills

- Problem Solving
- Critical Thinking
- Team Collaboration
- Communication Skills
- Time Management

PROJECTS

- Smart Home Automation System – *IoT Project*
- Camping Reservation Website
- Lebanese Association for Care and Empowerment "LACE" Website - *Senior Project*
- LIU Mobile Android Application – *Final Project in Mobile Application Development course*

LANGUAGES

- Arabic (Native)   -   English (Fluent)

REFERENCES

Available upon request.