

ZIWAR MOULKY

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Professional Experience	<ul style="list-style-type: none">• August 2021 – Present – Ruwwad Al Tanmeya Youth Program Coordinator<ul style="list-style-type: none">- Leading and mentoring 135 scholars.- Monitoring youth-led initiatives.- Coordinating classes and trainings.- Preparing and delivering weekly cultural sessions.• September 2017– Present Certified Microsoft Trainer<ul style="list-style-type: none">- Preparing and delivering content for Microsoft trainings, including Word, Excel, and PPT.- Creating and correcting exams.• March 2021 – August 2021 – Tri-Pulley English Tutor/ CV Writer<ul style="list-style-type: none">- Calling beneficiaries to gather their information.- Creating CVs based on the beneficiaries' background and experience.- Preparing and delivering English classes.• November 2020 – May 2021 – GIZ Trainer<ul style="list-style-type: none">- Creating content for the training based on the book "Improving Productivity and Working Conditions in the Garment Industry".- Conducting sessions for tailors and seamstresses from Tripoli.• January 2019 – March 2020 – forumZFD Community Liaison Officer<ul style="list-style-type: none">- Facilitating meetings and cooperation between the organizations, mobilizers, and the working team.- Collecting, analyzing, and utilizing data and feedback to identify opportunities to improve the relationship between the two organizations.- Writing and delivering monthly reports.• January 2019 – September 2019 – Care Project Assistant – Nawat Consortium<ul style="list-style-type: none">- Outreaching business entities to check jobs opportunities and apprenticeships.- Matching beneficiaries with appropriate opportunities.- Following up with the beneficiaries.
Education	<ul style="list-style-type: none">• 2014 – 2021 B.E. in Chemical Engineering University of Balamand "Benefited from a full scholarship from Ruwwad Al-Tanmeya, Lebanon"

<p>Social Experience</p>	<ul style="list-style-type: none"> • 2014 - 2021 - Ruwwad Al Tanmeya - Tripoli Volunteer Volunteering in the community, youth, and child development programs. Used to have administrative tasks in addition to assisting the officers in implementing new projects and programs for the new volunteers. • 2014 - Present - Amideast - Tripoli Access Alumni
<p>Skills and Proficiencies</p>	<ul style="list-style-type: none"> • Arabic (Native) • English (Fluent) • MOS (Certified Trainer and Master in Microsoft-2017)
<p>References</p>	<ul style="list-style-type: none"> • Hoda Rifai Youth Officer Of Ruwwad Al-Tanmiya (71-947 696; Hoda@ruwwadaltanmeya.org) • Reem Haj Ali Child Development Program Officer at Ruwwad Al Tanmeya (76 063 060; Reem@ruwwadaltanmeya.org)