

EDUCATION

September 2017 – May 2022	Bachelor of Science, Business Management Studies, Lebanese American University (LAU). Adnan Kassar School of Business with the AACSB accreditation. Class of 2022. <i>Honor's List Fall 2020 and Spring 2021</i>
September 2012 – May 2017	Sagesse High School Ain Saadeh, American Program, with studies done from the International Baccalaureate Diploma – IB Diploma Programme, including Business, Economics, and Information Technology (ITGS).

PROFESSIONAL EXPERIENCE

November 2021 – December 2021	Internship as a coordinator at MMKN NGO – managing volunteers timetable to ensure that they are successfully tutoring students from public schools and making sure students are present for lessons. <i>Certification of Participation 2021-2022 Fall semester</i>
January 2021 – December 2021	Supervisor of MEDLIFE Lebanon – assisting the President with significant tasks and managing our fellow team members.
June 2018 – December 2021	Private tutor of English and Business – helping with literary reviews, essay writing, vocab, grammar, management skills and organizational behavior.
September 2017 – December 2020	Assistant to the Athletics department in LAU – overseeing scoreboard during professional matches, organization of events, ensuring players are all set as well as sorting information through Excel.
May 2019 – March 2020	Social Media Management and PR of a professional Lebanese DJ – creative direction of Instagram stories, posts of music events.

SKILLS AND ACTIVITIES

Languages	English: excellent command in written and spoken text. Arabic: good command in written and spoken text
Management skills	Project management, conflict management, leadership, entrepreneurship, teamwork, adaptability, strategic thinking, decision-making, delegation, and organizational behavior
Communication skills	Public speaking, negotiation, confidence, active listening, open-mindedness, clarity and cohesion
Computer skills	Microsoft Office: Word, PowerPoint, and Excel
Activities	Volleyball, basketball, soccer, ping-pong, and golf player

AWARDS AND ACCOMPLISHMENTS

September 2017 – December 2019	LAU Athletics - Certificate of accomplishment in men's volleyball in recognition of my commitment and dedication to varsity play <i>Third place winners of American University of Dubai tournament in 2019</i>
September 2017 – May 2018	Athletic scholarship from LAU Varsity volleyball team
September 2015 – September 2017	Sagesse High School Volleyball Varsity Team, playing as key setter <i>First place winners of the LAU School championship tournament in 2017</i>
May 2017	Prom King Nominee, awarded Mr. Congeniality
May 2015	Participated in the LAU Model Arab League (MAL) High School Conference
September 2014 – July 2015	Active member of Model United Nations (MUN)