



## CONTACT

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- Lebanon

## EDUCATION

### Lebanese University

Faculty of Law & Political Science

Bachelor in Political & Administrative Sciences

### College Central Jounieh

Baccalaureate in Human Literature

## SKILLS & ACHIEVEMENTS

### -Certificate:

NGO Management *from the International Academy for Building Capacity*

### -Key Skills:

Leadership, Public Speaking, Body Language Analysis, Negotiation, Writing, Communication, Problem Solving, Critical Thinking

### -Computer Skills:

Word- Excel- Power Point

## LANGUAGES

Arabic - Native

English - Fluent

French - Fluent

# ABDO W. RAJHA

## POLITICAL & ADMINISTRATIVE SCIENCES

Hard working and ambitious individual, capable of leading teams, building trust relationships and motivating others into utilizing their full potential. Constantly looking for new challenges that help me grow personally and professionally.

## EXPERIENCE

### Lebtalks, Lebanonfiles, Enooma

Lebanon - Online Work

### Editor of Political Articles

January 2022 – Present

- Research political events and news and analyze their causes and impact on the local and international scale.
- Interpret general political concepts

### Crystal & Antiques Workshop

Lebanon

### Owner

January 2020 – Present

### Malibu Sunset Bar

Jounieh, Lebanon

### Owner

April 2019 – October 2019

- Manage the budget, inventory of stock and accounts, employee shifts
- Organize weekly events
- Social media account management of "Malibubarlb"
- Interact with customers to expand my social network and reach.

### Real Estate Agent

Lebanon

### Freelance

January 2018 – Present

### LeMall Charity Donation

Dbayeh, Lebanon

### Salesman

January 2018 – December 2018

## Activities & Interests

- Political Activist
- Chess
- Legion de Marie – Chef D'equipe (2013 -2015)