# RAWAN SLIKA

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## EDUCATION:

• **Bachelor in Business Computer (2021-present)**
Faculty of Technology, Lebanese University, Saida-Lebanon

• **Baccalaureate in Life Sciences (2019-2020)**
Nazih Bizri High School, Saida
Graduated with high distinction

## WORKING EXPERIENCE:

• **Math Teacher (2021- in progress)**
*Igloo Institution – Saida*
   Develop students' theoretical and mathematical skills
   Set quizzes and assignments
   Implement various teaching techniques to resolve difficulties
   Analyze students' records in order to address problematic areas and ensure student progress

• **Cashier & Accounting Assistant (2020-2021)**
*Zoya Resto Café – Saida*
   Monitor orders and assist customers with sales transactions
   Collect payments in cash or credit
   Enter financial data on daily basis accurately and efficiently
   Complete daily cash reports for the supervisor using the computer system
   Assist in schedules organization for employees
   Provide customers with good service and well communication

• **Swing Manager (2018-2020)**
*Macdonald's Restaurant – Saida*
   Manage shifts on weekly basis
   Provide employees with professional skills on service and cleanliness
   Ensure fast and friendly service to customers
   Check continuously on food's quality and expiry dates
   Organize the storage, control the stock, and monitor the amount of products
   Deal with customer complaints and needs

- **Crew Trainer (2017-2018)**

*Popeyes Restaurant – Saida*

    Organize shifts on weekly basis

    Perform training on how to perform duties

    Ensure food and orders are made correctly and look presentable

    Provide assistant to colleagues when required

    Organize and manage the stock

- **Private teaching (2016-2019)**

    Teach physics and math for students in 8th and 9th grade

    Be patient with students with learning difficulties

    Arrange schedules to help students finish the curriculum

    Create new ways in understanding difficult theories and concepts

## SKILLS:

- **Computer Skills:** Microsoft Word, Excel, PowerPoint

- **Personal skills:** work individually or in team, public speaking, time management, problem-solving, positive attitude, leadership, respect deadlines

## ONLINE COURSES:

- Python (beginner)
- C Language
- Hyper Text Markup Language
- Cascading Style Sheets

## VOLUNTEERING ACTIVITIES:

- LANA International Volunteering Association (2022)

Aims to support community in several fields including environment, food, agriculture, society and economy.

## LANGUAGES:

- Arabic (native)
- French (advanced)
- English (advanced)

## INTERESTS:

Books, nature, technology