

RENATA CHANTIRY

CONTACT

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SKILLS

LANGUAGES:

Fluent in spoken and written English, French and Arabic.
Beginner in Latin and Italian.

MS COMPUTER

LITERACY:

Excellent in Excel; Word; PowerPoint

INTERMEDIATE

LITERACY IN:

STATA, GAMS, Mathematica

EXPERIENCE

ASSISTANT PROGRAM OFFICER • MADA • JULY 2020 – APR 2021

Learnt how to conduct professional interviews with a sample to assess a certain project an NGO has done. I wrote inception, evaluation, and final reports to offer a comprehensive yet concise information to help organizations generate new opportunities. I also wrote proposals for certain NGOs by summarizing their needs, plans and strategies to comply with donor requirements. The latter has often required me to translate reports as some NGOs report in Arabic and need to apply for a fund in English.

INTERN • BANK OF BEIRUT • JULY - AUG 2018

Provided assistance to bankers in projects, learnt client relationship management and performed transaction tasks.

PROMOTION LADY • CELESTE AGENCY • JUNE - AUG 2018

Acquired and understood the sales process and communication strategy in addition to persuasive techniques.

FINANCIAL AID ASSISTANT • LEBANESE AMERICAN UNIVERSITY • 2017-2019

Performed administrative tasks such as receiving and directing visitors, filing, record keeping, etc.

TELEMARKETING TRAINEE • MVISION • MARCH 2021

Contacted people to market a certain service, while possessing a positive attitude and being not only a good communicator but also a good listener.

FREELANCE TUTOR • APR – AUG 2021

Tutored several undergraduates with their courses. The courses were mainly macro and microeconomics (introductory and intermediate) as well as psychology (introductory).

EDUCATION

SAINT JOSEPH SCHOOL • 2017

Earned an honors and distinction diploma; was ranked 1st in class for the last two years. Earned an honors diploma in the Lebanese Baccalaureate II in Economics and Sociology.

UNIVERSITY OF HELSINKI • 2019

Received a diploma for completing its online AI course.

UNIVERSITY OF CAMBRIDGE • 2019

Received a diploma for completing its introductory Latin course.

LEBANESE AMERICAN UNIVERSITY • 2017 -2020

Graduated with a CGPA of 3.95/4.0 in Economics and a minor in Psychology.

Placed on the high distinction list with LAU being one of the two universities in Lebanon accredited by AACSB as well as among the top 10 universities in the Arab world in Business.

COLLABORATIVE INSTITUTIONAL TRAINING COLLABORATIVE • 2021

Completed the CITI program course for Social and Behavioral Responsible Conduct of Research.

LEBANESE AMERICAN UNIVERSITY • 2021 -PRESENT

A graduate student in Applied Economics, on a full merit-based scholarship, who is eager to learn more about economic theory and empirical methods. The acquired skills consist of:

- Performing background research on macro and microeconomic topics, such as oil shocks, inflation, wealth distribution, employment, as well as labor force participation, inequality, etc.
- Data administration.
- Using computer software to visualize and organize information.
- Analyzing data and reaching a conclusion.

VOLUNTEER OR LEADERSHIP EXPERIENCE

TREASURER • LAU STUDENT COUNCIL • 2018-2019

Took care of general financial oversight, oversaw budgets and managed funding and fundraising.

VICE PRESIDENT • LAU ECONOMICS CLUB • 2019-2020

Presided at meetings in the absence of the president, planned and coordinated programs

SOS VOLUNTEER • 2016-2017

Assisted orphans in their daily school homework and studies.