

# Dana Haidar

Lebanon, Beirut

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## Objective

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An enthusiastic and reliable Business student. Providing a dynamic character with top-notch communication skills, knowledge, and practice, developing, administering and monitoring appropriate strategies. My current professional project is to aim for a position where I will make use of the acquired knowledge and skills and contribute to organizational objectives and beyond to build a professional network and establish meaningful connections with industry experts, mentors, and colleagues, fostering collaborative relationships that can support my future career aspirations.

## EDUCATION

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### Lebanese American University, Beirut, Lebanon

Bachelor Degree in Business Administration

Scholarship student (USAID)

Aug. 2020 – Expected 2024

## WORK EXPERIENCE

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Feb. 2022 – Present

Grassroots, Beirut, Lebanon

### *Position: Volunteer*

- Distributing food, clothes, medicines, milk, and other supplies to people in need

Jan. 2022 – Present

Vegan Social Club, Beirut, Lebanon

### *Position: Volunteer*

- Distributing food, and clothes to homeless

May. 2022 – Aug. 2022

MMKN, Beirut, Lebanon

### *Position: Tutor*

- Tutoring Grade 9 Students, Weekly with Online Sessions
- Coordinating student's attendance, absences, and schedules

## Workshops

- computer Literacy Workshop - Power Point By Ms. Iman Aziz ,
- Time Management & Study Skills Workshop by Tarek Shebaya
- Team Building & Conflict Resolution Workshop by Mr. Andrew Haddad
- Anger and Stress Management workshop by Dr. Mariam El Khoury
- Power of Charisma Workshop by Andrew Haddad
- Communication & Negotiation Skills Workshop by Assil Ayash
- Future of Surgery by Dr. Nadine Hashash Haram
- Advocacy and Citizenship Workshop by Mr. Rabih Omar
- Accountability and Responsibility in Lebanese Public Administration structure
- Mind Mapping and Mental Health Workshop
- Public Speaking Workshop by Ms. Assil Ayyash
- Stress Management Techniques in the Midst of Chaos Workshop
- Maintaining Focus for Academic Excellence
- Internship Workshop By Ms. Suzanne Wehbe
- Branding in the world of Luxury Workshop by Dr. Joelle Majdalani

- Managing Perfectionism, Self-discovery, & Personal Values Assessment Workshop by Ms. Clara Nader

## **SKILLS**

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**COMPUTER:** Microsoft Office (Word, Excel, Power Point), Google Suite,

**LANGUAGES:** Arabic (Native) and English (Bilingual)