

Christelle Matta

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Profile

Seeking a consultancy position in which I can realize my full potential. Applying my hard earned analytical, problem-solving skills, and business knowledge to communicate the best solutions for client satisfaction.

Education

ESA Business School 2022 - 2024 (*Expected*)

Masters in international management

Université Saint-Joseph 2019 - 2022

Bachelor of Science in Economics

Full Academic Merit Scholarship / Graduated with Honors

Collège Notre Dame de Jamhour 2007 - 2019

Baccalaureate in Economics and Social Sciences

Graduated with Honors (17.19/20)

Volunteering Award for Dedication

Experience

Programme Support Internship Dec 2022 - Jun 2023

UN Environment Programme (UNEP)

- **Research and analysis:** Conducted research and prepared briefing notes on environmental policies, projects, and potential stakeholders in different countries, analyzed data on environmental indicators, and produced reports on topics related to sustainable development, to support the implementation of UNEP West Asia project activities related to Science Policy in the region.
- **Project management:** Supported the team in organizing events and workshops, drafting action plans, project proposals and budgets, and coordinating with external partners and stakeholders to advance the environmental agenda in the region.
- **Communication and advocacy:** Continuously communicated with various stakeholders and assisted the regional coordinator for Science Policy to ensure successful project implementation; provided support in improving performance management mechanisms.

Internship in Finance Jun 2020 - Aug 2020

Pharmakey

- Generated reports, entered data, and assisted the financial manager.

Team Leader Summers of 2018 and 2019

Colonie du Collège Notre Dame de Jamhour

Skills

Analytical Thinking - Problem Solving - Strategic Thinking - Communication - Strong understanding of Economics, Finance, Business, and Management - Financial Analysis - Knowledge in market trends, marketing, and sell-in/sell out of data - Detail-oriented - Organization and Planning - Team player

Volunteer Work and Activities

Comité d'Activités Sociales 2014 - 2020

Organized weekly activities with several associations (AFEL, LIBAMI, Fondation Albert Nassar, Bon Pasteur, Summer Camps, Kermesses, Christmas activities...)

NDJ | Choir Member 2016 - Present

University Christian Outreach 2019 - Present

Mouvement Jeunesse Orthodoxe 2014 - 2019

Scouts | Groupe Notre Dame de Jamhour 2010 - 2014

Piano (*Private lessons*) 2009 - 2018