

Yara El SAMRA

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EDUCATION

Saint Joseph University of Beirut, Faculty of Business and Management

- Bachelor of Business Administration (*expected graduation in 2025*)
- Honor List for first year

Sep. 2022 – Present

Beirut, Lebanon

Collège Saint Joseph – Antoura

- French Baccalaureate in Biology **with distinction**
- Lebanese Baccalaureate in Life Sciences **with distinction**

Sep. 2007 – June 2022

Antoura, Lebanon

PROFESSIONAL EXPERIENCE

Production assistant

- Budget management
- Helping prepare the set
- Assisting camerapeople and crew members

Feb. 2023 – Present

Beirut, Lebanon

Internship at Hotel Dieu de France

- Experience in billing
- Interaction with patients

June 2023 – August 2023

Beirut, Lebanon

Member of “Equipe d’accueil de l’USJ”

- Greeting and welcoming guests
- Managing seating charts

July 2023

Beirut, Lebanon

EXTRACURRICULAR ACTIVITIES

USJ Extracurricular Activities

- Member of “Entrepreneurship Club”
- USJ “Social entrepreneurship program” workshops
- USJ Employability workshops

Nov. 2022 – Present

Jan. 2023

Oct. 2022 – Nov 2022

ADDITIONAL INFORMATION

- **Languages:** Arabic: native language
French: professional
English: professional
- **Soft Skills:** Responsibility, Leadership, Adaptability, Communication, Team work
- **Computer Skills:** Microsoft Excel, Microsoft Word, PowerPoint

References available upon request