

Haya-Helen Hani

Ras El Maten
Mount Lebanon, Lebanon
+961 81 789 241
hayahelen@gmail.com

EXPERIENCE

Valoores Group, Beirut— *Junior Software Developer*

January 2024 – PRESENT

- Developing and maintaining Python applications and backend services for data science projects.
- Writing efficient SQL queries and functions for data manipulation and analysis.
- Collaborating with cross-functional teams to gather requirements and implement data solutions.
- Performing data modeling, schema design, and optimization to support business needs.
- Developing and implementing machine learning models and algorithms for data analysis and prediction.
- Designing and building AI systems that can process and analyze large amounts of data efficiently.
- Optimizing and improving existing AI algorithms and models based on performance metrics.
- Participating in all phases of the development life cycle, including requirements analysis, design, coding, testing, debugging, and deployment.
- Conducting thorough research to identify industry trends and innovative technologies.
- Collaborating with the product development team to enhance existing products and develop new ones.
- Documenting research findings.
- Managing and prioritizing multiple projects to meet deadlines and deliver high-quality results.
- Developing and maintained clean, functional Angular applications.
- Troubleshooting and debugged Angular applications.
- Quickly acquired expertise in maintaining and enhancing complex systems.
- Following software development processes and prepared detailed project documentation.

Coding_C_Lebanon, Online— *Web Developer Apprentice*

DECEMBER 2022 – DECEMBER 2023

- Undertook Web Development Courses covering both back-end and front-end development.
- Gained proficiency in Python, HTML, CSS, JavaScript, as well as knowledge in Machine Learning and AI.

Al Jabal Hospital in partnership with Ain Wazein Hospital, Mount Lebanon — *Medical Administration Officer*

DECEMBER 2021 – DECEMBER 2022

- Managed daily communications via email, averaging 25-30 emails per day,

SKILLS

Proficient in Python, HTML, CSS, JavaScript, SQL Database, and Object-Oriented Programming.

Experienced in performance improvement tools such as Six Sigma and FOCUS PDCA.

Knowledgeable in Microsoft Tools.

Strong quantitative and qualitative research skills.

Excellent oral and written communication skills.

Proficient in scheduling, time management, and resource management.

Experienced in project budget, risk, and quality management.

Skilled in negotiation, stakeholder engagement, and change management.

Experienced in Angular, React, Node.js, AI, and ML skills.

EDUCATION

University of Balamand, Beirut

Public Health and Development Sciences (September 2013 - May 2018)

Udemy Course, Online

100 Days of Code: The Complete Python Pro Bootcamp for 2023 (March 2023 – June 2023)

Udemy Course, Online

Ethical Hacking (March 2023 – June 2023)

Included fieldwork and extensive

demonstrating mastery of written communication and attention to detail.

- Scheduled and coordinated virtual and in-person meetings, events, and appointments for a 30-person department.
- Organized and managed sensitive data input, retrieval, and delivery on a monthly, quarterly, and bi-annual basis.
- Proactively anticipated department needs, creating a more efficient workspace.
- Prepared statistical reports, including Mortality and Morbidity reports, and studies required by the Medical Administration.
- Executed the appointment/reappointment process and oversaw compliance with decisions, regulations, and procedures issued by the Medical Administration.
- Prepared payroll and additional payments for medical staff.

qualitative and quantitative research

LANGUAGES

English (Fluent)

Arabic (Fluent)

French (Comprehensive)

Romanian (Comprehensive)

Russian (Comprehensive)

Freelance, Beirut — *Research Consultant*

FEBRUARY 2019 – DECEMBER 2021

- Providing help with course materials.
- Securing distinction marks for 80% of the research projects.
- Reviewing and evaluating 40-50 topical articles per week and made the decision to either edit or send articles back to authors for further revisions.
- Focusing on systematic and literature reviews in means of writing, research, and editing of 4-5 articles per week.
- Supervising and evaluated the work of 6-10 students per month.

Makassed Philanthropic Islamic Association of Beirut, Beirut — *Research and Policy Officer*

SEPTEMBER 2021 - DECEMBER 2021

- Assisted in defining project scope and objectives, involving all relevant internal stakeholders and ensuring technical feasibility.
- Tracked project performance to analyze successful completion of short and long-term goals.
- Developed comprehensive project plans shared with clients and staff members.
- Contributed to policy research and analysis activities by collating and summarizing information.
- Conducted data analysis to support the provision of policy advice.
- Drafted and produced a range of documentation relating to policy initiatives, including updates, reports, and correspondences.
- Identified policy issues and potential solutions.
- Used a range of research methods, ensuring credibility of sourced information.

Medical 2000 Kamal Jumblatt Hospital, Beirut — *Quality and Infection Control Consultant*

DECEMBER 2019 - SEPTEMBER 2021

- Drafted new reports in order to implement the updated policies and procedures.
- Strategized a contingency plan for the COVID-19 pandemic. Updated policies and procedures to 2020 standards.
- Made sure that the set policies were in line with the accreditation requirements set by the Ministry of Public Health in 2019 with a minimum of 85% compliance.
- Increased hand hygiene awareness by 70% among staff ensuring continuous improvement.
- Calculated KPIs.
- Succeeded in designing, implementing, and operating M&E systems from project initiation to closeout.
- Downsized unnecessary antibiotic prescriptions by 64%.

Arab Baptist Theological Seminary, Beirut — *Operations Assistant and Event Coordinator*

APRIL 2018 - DECEMBER 2019

- Managed over 50 annual events.
- Rapidly built strong relationships with clients to ensure positive experiences and secure repeat customers.
- Negotiated with vendors to obtain the most competitive prices and control event budgets.
- Work closely with service providers and supervise during the event to ensure success and troubleshoot any issues quickly.

Saint Georges Hospital University Medical Center, Beirut — *Infection Control and Hospital Safety Internship*

MAY 2017 - JULY 2017

- Monitored and evaluated data in emergency and critical situations (Operation Room, Emergency Room, and Intensive Care Unit).
- Prepared interim reports concerning a study on hand hygiene, occupational injuries, and catheter-induced urinary tract infections.
- Prepared reports for each ward attended and monitored. Introduced new ideas for promoting hand hygiene which were implemented by the hospital in 3 departments.