

ANDREW TOUMA

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Enthusiastic and creative Business Administration student at the American University of Beirut, with a solid foundation in business processes, leadership, and digital innovation. Seeking to leverage my academic background, practical project experience, and skills to contribute to your company's mission and goals.

EDUCATION

American University of Beirut, Suliman S. Olayan School of Business **Aug. 2022 - Present**
B.A. in Business Administration

Collège des Sœurs des Saints Cœurs **Oct. 2007 - May 2022**
Lebanese Baccalaureate in Economics and Social Science

EXPERIENCE

Project Collaborator, Anghami **June 2023 - Aug. 2023**

- Analyzed Anghami's systems and processes to streamline operations and boost user experience.
- Teamed up to review Anghami's model, enhancing music access, onboarding, and recommendations for better user engagement.
- Proposed solutions to improve the Anghami app, making music discovery easier and integrating new tech to grow Anghami's reach and user satisfaction.

Founder, SmartShape AI (University Project) **Sep. 2023 - Nov. 2023**

- Developed an AI-powered fitness app offering personalized workout and nutrition plans, showcasing innovation and entrepreneurial skills.
- Enabled real-time interaction with users for guidance during exercises and cooking, providing support and tips.
- Presented the app concept in class, highlighting its functionality and benefits, demonstrating leadership and creativity.

VOLUNTEERING & ACTIVITIES

Member, AUB Real Estate Club **Sep. 2022 - Present**

- Regularly attend conferences, events, and training sessions, expanding knowledge in real estate and networking with professionals.

Member & Patrol Leader, World Organization of the Scout Movement **2011 - 2020**

- Organized and led scout activities, showcasing leadership and planning skills.

Team Member, Red Cross **2018 - 2019**

- Supported annual fundraising events and managed participant records, illustrating commitment to community service.

WORKSHOPS

Strategic Career Planning Workshop **Oct. 2022 - Nov. 2022**

- Acquired strategies for adapting to career changes, improving job market entry readiness, and enhancing self-assessment skills.

Business Communication Skills Workshop **Feb. 2024 - Mar. 2024**

- Learned effective communication techniques through interactive simulations of work environments.

SKILLS

Languages: Fluent in English, Arabic, and French.

Technical Skills: Proficient in Microsoft Office Suite (Word, Excel, PowerPoint), and familiar with Google Workspace.

Soft Skills: Effective time management, strong organizational skills, adaptability, creativity, and proven leadership abilities.