



SUMMARY

A medical laboratory technician with a passion for the business world. Highly motivated and results-driven person. I am dedicated to achieving excellence in every endeavor. Committed to continuous learning and growth, eager to make a significant impact. Proficient in managing teams, organizing and planning, and communicating with internal and external stakeholders. Possess exceptional communication and interpersonal skills with a proven ability to work independently and as part of a team.

EDUCATION

University Of Balamand - Koura

Bachelor's Degree in Medical Laboratory Sciences
2018– 2021

University Of Balamand - Koura

MBA with a concentration in Management
2022 – 2024

SKILLS

- Strong organizational and time-management skills
- Exceptional communication and interpersonal skills
- Ability to work independently and as part of a team
- Detail-oriented and able to handle multiple tasks simultaneously
- Experience in managing teams
- Quick thinking and problem solving skills
- Microsoft 360

CERTIFICATIONS

- Foundations of Digital Marketing and E-commerce - Coursera - Google (E-Learning)
- From Likes to Leads : Interact with Customers Online - Coursera - Google (E-Learning)
- Attract and Engage Customers with Digital Marketing - Coursera - Google (E-Learning)
- Think Outside The Box : E-mail Marketing - Coursera - Google (E-Learning)
- Foundations of Digital Marketing and E-commerce - Coursera - Google (E-Learning)
- Introduction to Psychology - Coursera - YALE (E-Learning)
- Biohacking Your Brain's Health - Coursera - Emory University (E-Learning)
- Mind Control : Managing Your Mental Health During Covid-19 - Coursera - University of Toronto (E-Learning)
- Covid-19 Contact Tracing- Coursera - John Hopkins University (E-Learning)

PROFESSIONAL EXPERIENCE

Dispatcher

717 LOGISTICS | 2023 - Present

- Manage the schedules and calendars of drivers
- Keep track of road conditions , weather conditions and guide drivers accordingly
- First line problem solving
- Keep track of driver times, performance, and help them navigate in any emergency.
- Manage multiple members on the team simultaneously.

Graduate Research Assistant

University Of Balamand | 2022 - 2024

- Managed calendars, scheduled appointments, and arranged meetings.
- Prepared and distributed reports, presentations, and other materials
- Handled confidential documents and maintained their proper organization.
- Helped work on multiple research papers through data collection and literature reviews.

Medical Laboratory Technician - Trainee

New Mazloun Hospital - Tripoli

- Blood Bank | January 2021
- Bacteriology Lab | January 2021
- Hematology Lab | February 2021
- Clinical Chemistry Lab | April 2021
- Parasitology Lab | June 2021
- Immunology Lab | September 2021
- Histology and Pathology Lab | April 2021

Hopital De La Paix - Tripoli

- Lab Technician | January 2022