

# Jamal Ballouk

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URL: [Jamal ballouk LinkTree](#)

## EXPERIENCE

### **Blogger, small business owner**

Jan 2022 - Present

Baalbek

- content writing, updating and moderating two blogs in English and Arabic
- managing two owned Tiktok Channels
- managing online shop

### **Agent**

Feb 2019 - Jan 2022

OMT/ Western Union, Beirut

- Money transfers
- Financial governmental services

### **Team Leader**

Oct 2013 - Dec 2018

Norwegian refugee council, Zahle

- Managing information, counseling and legal assistance teams in West and Northern bekaa
- Mediation with third parties (stakeholders, external partners etc)
- Conducting group information sessions, trainings, workshops and seminars.
- Monitoring the implementation of work plan and the quality of work
- Weekly and monthly reports, narratives and updated database
- Data analysis and data base monitoring

### **Event Organizer**

Jul 2008 - Jan 2013

Unesco Palace, Beirut

- Coordinating visual art teams (decoration and lightning) and audio system team
- Coordination with administration and customers
- Updating the online schedule of events/seminars/gallery openings/book signature/ and theater events on a monthly and weekly basis
- Developing a master calendar of events
- Obtaining necessary sets, props, and support equipment, arranging for tickets, programs, publicity and receptions.
- Coordinating the appearance of performers, guest artists, staff.

### **Journalist**

Writer of "ترجمة من الصمت الى العربية", Al-Mourouj Magazine

2008 - 2011

Editor at Almulhak News agency.

## EDUCATION

### **Bachelor of Media - communication and journalism**

Jan 2009 - Jan 2013

*Lebanese University, Beirut*

### **Ungraduated - information technology**

Jan 2001 - Jul 2006

*Arab Open University, Beirut*

## SKILLS

Communication Skills, Public Speaking, Crowd control, Planning and organizing  
Software skills (Microsoft Office, Adobe Photoshop, Premiere Pro)  
Skills related to blogging, vlogging, podcasting with equipment  
Script writing (Documentaries, Short movies)

## ACHIEVEMENTS

- building a Tiktok Channel from Zero to 11K followers in 3 months
- reestablishing NGOs presence and work in Aarsal after the conflict with locals and refugees
- establishing 25 legal Clinics in the north of Bekaa within two weeks
- 30+ seminars conducted with stakeholders and state bodies
- conflict resolution between UNHCR, OXFAM and local community in Hortaala Village in Baalbek District

## LANGUAGES

Arabic (native), English (fluent), French (good), German (basic)

## LICENSES & CERTIFICATIONS

### **Project Management**

2022

*Disaster Ready organization*

### **Trainer of trainers on Mediation**

2017

*AOC international*

### **International Legal English**

2016

*British Council*

## References

Available upon request.