
Joud Abi Hana

Aley, 1504 • Abihanajoud10@gmail.com • +961 76 844 115

Education

University of Balamand
BA, Business Management

Souq el Gharb, Lebanon
2021- Present

Experience

IOM-UN

Site Management Operations

Beirut, Lebanon
November 2024 - Present

- Conducted site monitoring activities, including service mapping, population needs assessments, and site-specific reporting after every visit.
- Established communication channels with site managers and volunteers; conducted weekly meetings to address site-level challenges.
- Led community meetings, focus groups, and interviews to gather input on site management and service delivery improvements.

Bondiplast PVC Ltd

Project Manager

Aley, Lebanon
August 2021 - November 2024

- Served as the primary liaison between Bondiplast PVC and the project beneficiaries, ensuring effective communication and engagement.
- Conducted field assessments and data collection to inform project design and adaptation to changing conditions.
- Promoted safety, security, and adherence to Bondiplast PVC code of conduct among project staff and beneficiaries.

Lebanese Red Cross

Disaster Management Field Officer

Beirut, Lebanon
August 2019 – August 2021

- Conducted needs and damage assessments across three provinces, prioritizing relief for over 500 affected families.
- Collaborated with local authorities, government agencies, and international partners like the ICRC to enhance coordination across 200+ municipalities for efficient disaster response.
- Documented field activities, completing 500+ surveys with 450 questions each, ensuring comprehensive data collection.

Memberships

Lebanese Red Cross

Emergency Medical Technician—Mission Leader

Aley, Lebanon
February 2019 – November 2024

- Led and supervised a team of EMTs during emergency response missions. Coordinated and directed on-site medical activities to ensure efficient and effective patient care.
- Developed mission plans and protocols to address a wide range of emergency scenarios. Implemented strategies for resource allocation and logistics to optimize response efforts.
- Maintained accurate patient records and incident reports in compliance with regulatory standards. Communicated patient status and treatment details to receiving medical facilities.

Relevant Projects

Aley Municipality - Kfardebian Municipality

Financial Planner

Aley, Lebanon
March 2023 - October 2024

- Skilled in leading participatory budgeting sessions, ensuring diverse community engagement and effective fund allocation.
- Managed municipal project budgets, monitoring expenditures, analyzing data, and generating reports for informed decision-making.
- Collaborated with local officials, including Dr. Jean Elellieh, to integrate participatory budgeting and advocate for community-driven policies.

Additional Information

Technical: MS Office, Electronic Health Records (EHR), Google Tools, Email Communication

Competencies: Project Management, Data Analysis, Emergency Medical Response, Financial Planning

Languages: Fluent English, Native Arabic