

SABINE NAJM

Lebanon, Sabtieh

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With over three years of experience as a Physics and Math Editor, I have worked on educational programs covering Lebanese, AS/A Level, AP, and Saudi curriculums, as well as University Entrance Test programs. In addition, I have experience as a STEAM trainer, delivering workshops that promote innovation and critical thinking. Supported by a certificate in Leadership and Management, my background combines strong academic knowledge with hands-on leadership in content development and assessment.

EXPERIENCE

02/2025 – PRESENT

STEAM TRAINER, GEEK EXPRESS

LEBANON, BEIRUT, DOWNTOWN

Conduct coding and programming training for students aged 5 and above across various platforms.

Lead workshops during the Ramadan Event at Forum de Beyrouth, engaging students in hands-on learning experiences.

Manage sales and customer engagement for products at the Ramadan Event, ensuring a smooth purchasing experience.

Oversee booth operations at different events, handling logistics, product display, and customer interactions.

06/2023 – PRESENT

EST PHYSICS TEST AUTHOR, ACADEMIC ASSESSMENT

LEBANON, KESERWAN, ZOUK MOSBEH

EST is a standardized admission test for University admissions (equivalent to SAT). It is validated by the EST Board in the USA.

Develop and craft test questions covering a diverse range of topics in Physics

Align questions with skills that are relevant to real-world scenarios and academic pursuits

12/2021 – PRESENT

PHYSICS AND MATH EDITOR, ACADEMIC ASSESSMENT

LEBANON, KESERWAN, ZOUK MOSBEH

Develop new specifications for Math and Physics content tailored for university entrance exams

Develop, review, and approve items, textbooks, and supplemental materials according to UK, US, Lebanese, and Saudi curricula, to ensure alignment with content requirements, guidelines, and academic standards

Analyze and evaluate academic materials, applying necessary corrections and enhancements to maintain quality and consistency

Supervise, mentor and support Physics and Mathematics editors, ensuring they receive the full training and guidance needed to perform their work effectively

Offer feedback to teachers on their submitted materials

Guide students in preparing PowerPoint presentations and attend their final Academic

Baccalaureate presentations as part of cross-disciplinary projects

EDUCATION

09/2018 – 06/2019

MASTER'S DEGREE IN FUNDAMENTAL PHYSICS AND APPLICATIONS, UNIVERSITÉ DE BRETAGNE OCCIDENTALE
FRANCE, BRETAGNE, BREST

09/2017 – 06/2019

MASTER'S DEGREE IN PHYSICS OF SENSOR AND INSTRUMENTATION, UNIVERSITÉ SAINT JOSEPH DE BEYROUTH
LEBANON, METN, MANSOURIEH

09/2014 – 07/2017

BACHELOR DEGREE IN PHYSICS, UNIVERSITÉ SAINT JOSEPH DE BEYROUTH
LEBANON, METN, MANSOURIEH

TRAINING & COURSES

11/2024 – 12/2024

MICROSOFT 365 FUNDAMENTALS, MICROSOFT

02/2023 – 04/2023

LEADERSHIP AND INNOVATIVE MANAGEMENT, UNIVERSITÉ SAINT JOSEPH DE BEYROUTH
LEBANON, METN, MANSOURIEH

SKILLS

- Problem solving
- Leadership
- Attention to detail
- Management
- Time management
- Computer skills

LANGUAGES

- Arabic – Native Language
- French – Expert
- English – Intermediate

SOFTWARE

- Microsoft Office (Word, Excel, PowerPoint)
- SPSS
- VBA
- Visual Studio
- Android Studio
- XCode