

EDUCATION

Lebanese American University, Beirut, Lebanon **2025**
MS in Human Resources Management – MSHRM **GPA: 4.00**
Full Scholarship from LAU GRS, No Outside Employment Permitted per contract

Lebanese American University, Beirut, Lebanon **2023**
BS in Business Management **GPA: 4.00**
President Award Winner. Full Scholarship from USAID. High Distinction

PROFESSIONAL EXPERIENCE

Graduate Researcher, Lebanese American University Beirut **Sep 2023 - May 2025**

- Completed a thesis on the role of artificial and social intelligence in the achievement of SDGs 4 and 8 for persons with disabilities in Lebanon.
- Collected data through surveys and interviews and presented research findings to fellow researchers.
- Submitted for publication in a peer-reviewed journal, *Computer & Education Elsevier Q1 Journal*.

Advisory Intern, KPMG, United States Remote **Mar - Jun 2023**

- Researched industry-leading practices for patient experience transformations, providing actionable recommendations for improving waiting times and overall satisfaction at the client's company.
- Developed an actionable strategy by incorporating data-driven insights to improve patients' satisfaction.

Business Development Intern, SchemaZone Canada, Remote **Jun - Nov 2022**

- Closed deals with diverse customers and secured business partnerships, boosting brand recognition.
- Utilized CRM and ERP software (Odoo) to track leads and opportunities, increasing efficiency by 25%.

HR and Administration Intern, Mentor Arabia, Lebanon **Jun - Aug 2022**

- Conducted travel requests and transportation arrangements, complied with company policies.
- Facilitated the planning of company-wide events, including Gala Dinners.

Recruitment Assistant, Dream Job, Remote **Mar - Jun 2022**

- Sourced and shared job opportunities, increasing the number of members/students who found relevant jobs and participated in training programs.

Administrative Intern, Children's Cancer Center of Lebanon **Jan - Mar 2022**

- Supported the Fundraising Department in counting materials using Excel within an inventory tracking system.
- Enabled coordination of fundraising events and raising funds for children with cancer and their families.

LEADERSHIP ACTIVITIES

Member – Lebanese International Business Council (LIBC) **2024- Present**

- Contributed to strategic initiatives addressing Lebanon's infrastructure challenges through collaboration with the Lebanese diaspora, promoting sustainable development and economic resilience.

Treasurer- Board Member - LAU Entrepreneurship Club **2022**

- Guided students acquire the skills to turn their ideas into business and access funding more easily.

Project Lead – USAID & Social Work Sprit Association **2022 - 2023**

- Implemented a \$6000 community service project aimed at empowering disadvantaged women.
- Provided embroidery materials with training to more than 50 women to help them start their own businesses.

Student Academic Mentor & Advisor - USAID Peer-Support Program **2022 - 2023**

- Provided tailored tutoring sessions to USAID LAU students free of charge.
- Followed up with their leadership activities and sent progress reports to the scholarship.

Workshop facilitator and Jury Member - INJAZ Lebanon **2022 - 2023**

- Delivered 5 Injaz Lebanon's innovation camp for the inclusion of people with disabilities with around 200 participants each.

Certified Editor of the HELM Newsletter - USAID **2021 - 2022**

- Collaborated with a team of writers to develop engaging content, highlighting success stories while brainstorming ideas to continuously improve.
- Edited and proofread the newsletter to enhance its quality and contributed articles about mental health.

VOLUNTEER WORK

• Trainer – <i>Lebanese American University</i>	2024
• Campaign Volunteer – <i>Youth National Development</i>	2024
• Environmental Volunteer – <i>American Near East Refugee Aid</i>	2024
• Logistics Volunteer – <i>Lebanese Civil Defense</i>	2022 – 2023
• Beach Cleanup Volunteer – <i>Operation Big Blue Association</i>	2022
• Healthcare Administration Volunteer – <i>Order of Malta</i>	2021
• Social Media Marketing Volunteer – <i>Orphan Welfare Organization</i>	2020
• Tutor – <i>MMKN</i>	2020
• Volunteer Editor – <i>Translators Without Borders</i>	2020 – 2022

CERTIFICATIONS

• Google – Elements of AI for Business	2025
• PWC Middle East – Data Analytics Certification via Kubicle	2025
• UNDP – Green Digital Skills	2024
• PMI – Project Management	2024
• SDG Academy – Achieving Sustainable Development Goals	2024

KEY SKILLS

✓ MS Office	✓ Recruitment	✓ Labor Law
✓ HR Metrics	✓ KPI Dashboards	✓ Talent Management
✓ HRIS - Workable	✓ Applicant Tracking System	✓ Strategic Communication
✓ Power BI	✓ Process Improvement	✓ Creative Problem Solving

LANGUAGES

Native Arabic, Fluent in English, Basic in French.