

Nadim Naim

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SUMMARY

Computer Science graduate with experience in data operations, coding, and AI development. Skilled in Python, Java, cloud computing, and machine learning for solving challenges. Proven ability to mentor students, optimize workflows, and develop efficient software. Committed to continuous learning, with certifications in AI, Python, and Microsoft Azure.

EDUCATION

Bachelor of Science in Computer Science Arab Open University	July 2023
Baccalaureate Technique "BT1, BT2, & BT3" in Information Technology CIS College	July 2019
<ul style="list-style-type: none">Ranked 1st in Lebanon in BT1 and 5th in Lebanon in BT3.	

PROFESSIONAL EXPERIENCE

Data Entry Clerk Galaxy Worldwide Shipping	January 2023 – May 2025
<ul style="list-style-type: none">Entered and validated large volumes of operational data daily, maintaining consistent accuracy and ensuring full compliance with internal data integrity and confidentiality policies.Created and deployed automated templates to streamline data input processes, improving overall workflow efficiency and significantly reducing repetitive manual tasks and human error.Identified and resolved discrepancies within digital shipping records, helping prevent costly delays and supporting accurate financial reporting and documentation processes.	
Coding Instructor CIS College	October 2018 – June 2019
<ul style="list-style-type: none">Mentored computer science students in coding fundamentals, project-based learning, and logical thinking, helping them enhance technical proficiency and classroom performance over time.Designed lesson plans, tutorials, and custom coding exercises aligned with each student’s level, facilitating individualized learning paths and stronger coding foundations.	

TRAINING AND CERTIFICATE

Computer maintenance and Networking CIS College	August 2025
Front-end Web Development Udemy	May 2025
Artificial Intelligence "AI" Coding_C_Lebanon	April 2024
Advanced Python Concepts Coding_C_Lebanon	February 2024

SKILLS AND COMPETENCIES

Technical Skills: Arduino, MakeCode, Scratch, SQL, MySQL, Data Visualization, Database Management, Technical Writing, Python, Java, C, C#, JavaScript, HTML, CSS, jQuery, Bootstrap, Machine Learning, Deep Learning, TensorFlow, PyTorch, Cloud Computing, Python Automation, Data Entry Systems, Version, Microsoft Office (Word, Excel, PowerPoint).

Soft Skills: Problem-solving, Critical Thinking, Time Management, Organization, Effective Communication, Teamwork, Collaboration, Leadership, Mentoring, Creativity, Innovation, Attention to Detail.

Languages: Arabic (native), English (proficient).