

# Doha Gharib

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## EDUCATION

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<b>Master of Arts in Applied Economics.</b> Lebanese American University (LAU) – Beirut, Lebanon	Sep. 2024 – July 2026
<b>Bachelor of Science in Business Studies</b> Lebanese American University (LAU) – Beirut, Lebanon Minor in Data Analytics; CGPA: 3.7	Sep. 2021 – June 2024

## RELATED EXPERIENCE

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<b>Research Consultant at The Policy Initiative</b>	June 2025 – Dec 2025
- Conduct research and analysis on socioeconomic issues, local governance, budgetary frameworks, and policy evaluation.	
- Develop and code a database tracking government gazette publications to improve accessibility and policy transparency.	
- Support budget analysis and research on climate change and environmental governance, examining inter-ministerial coordination across entities such as the Ministry of Energy and Water and the Ministry of Public Works and Transportation.	
- Contribute to projects focused on export performance and trade policy reform.	
- Participate in research on government reconstruction strategies and the rebuilding of South Lebanon, assessing institutional capacity and resource allocation.	
<b>Lead Researcher and Teaching Assistant at Lebanese American University</b>	Sep 2024 – Oct 2025
- Conduct and lead interdisciplinary research under the supervision of Dr. Ali Fakih, Associate dean of Adnan Kassar School of Business at the Lebanese American University, focusing on economics, social issues, politics, migration, climate change, and gender dynamics with real-world policy applications.	
- Teach Econometrics lab course for undergraduate students	
- Collect, clean, and analyze datasets using advanced statistical methods in Stata to uncover trends, identify patterns, and draw evidence-based conclusions in social sciences and economics.	
- Collaborate with university professors and researchers to design and execute studies on economic trends, market dynamics, and policy implications, contributing to publications and presentations.	
<b>Administrative Assistant at Lebanese American University</b>	Feb 2025 – June 2025
- Provide administrative support to the Economics Department, assisting with academic operations and faculty needs.	
- Manage academic support services and office administration tasks.	
- Utilize organizational and communication skills to enhance departmental efficiency.	
<b>Business Development Representative at Upgrade UAE</b>	Nov 2024 – Sep 2025
- Promoting and marketing business and its service through extensive and persistent cold calling, emails, and communication(s) to prospective clients	
- Scheduling Initial Prospecting Meetings for the Sales Team	

- Providing in-depth information to the Sales team to enable the most qualified and productive demos

**Microsoft Certified Tutor at Geek Express** Jan. 2023 – Sep 2025

- Offering middle and high school students coding classes.

**Internship at Chemonics International** Oct 2023–March2023

- Undergraduate intern at Chemonics international at USAID– funded Agriculture & Rural Empowerment (ARE) project. The tasks vary between visual compliance, review supporting documents, data entry, drafting reports and others.

**Internship Trainee at Banque Du Liban** June 2023– July 2023

**Intern at Teach for Lebanon** May 2023 – June 2023

- Served as a Monitoring, Evaluation, Accountability, and Learning (MEAL) intern, responsible for drafting reports, conducting data collection, and creating visual data presentations to support decision-making processes.

**Intern at Amideast** Jan. 2023– April 2023

- At the Entrepreneurship and Professional Development department, supported the department by conducting market research, coordinating logistics, developing strategic plans, performing data entry, tracking attendee participation in sessions and courses, and identifying potential course offerings.

**Student mentor for HES students at Lau OCE Department** Jan. 2023– May 2023

- Guided HES students through academic challenges, providing tutoring, academic follow-up, and facilitating leadership initiatives, while offering personalized support to enhance their educational experience.

**ACHIEVEMENTS**

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- Graduate School Representative as University Student Council at LAU Oct. 2025- present
- Scholar at the USAID Higher Education Scholarship (HES) at LAU Sep.2021– May 2024
  - The English Access Micro Scholarship Program Aluma by US– Embassy Sep.2020– Present
- Applicant in Prototypes for humanities in UAE proposal with research titled: **Enhancing Neuroplasticity: A Personalized VR/AR Cognitive Training Program for Alzheimer's Disease Using a Gamified and Multisensory Approach Introduction and Importance** August 2024
- Finalist in the Data Visualization Competition at LAU ACE Dec. 2021

**COMMUNITY SERVICE AND VOLUNTEER EXPERIENCE**

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- Scout Leader Jan. 2023 – Present
- Provided a workshop for women titled (How to start your own business)
- Preparing and delivering online and face-to-face tutoring and reinforcement sessions for Junior, sophomore, and Senior Business and Economics students at LAU.
- Data Entry, case studies translator at Al– Reaya Association Jan. 2022 – Present
- Volunteering with Outreach and Civic Engagement Unit at LAU Sep. 2021– Present

- Tutoring Volunteer with MMKN NGO	June 2023– July 2023
- Logistics and Data Entry at Chain of Education	Dec. 2022– July 2024
- Data Entry with Sarepta Association	Nov.2022– July 2024
- Data entry and organizing medicine with Grassroots	Jan. 2022

## COMPUTER SKILLS

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- Microsoft Office: Word, Excel, PowerPoint, Access, and Outlook.
- Visual basic, python, R, HTML, CSS: beginner
- Tableau, SPSS, SAP S4HANA, STATA

## WORKSHOPS

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- Foundations of Cyber security by Google
- Techsplore 2022 Cohort by All Girls Code
- Developing Critical & Analytical Thinking Workshop
- Team Building & Conflict Resolution Workshop
- Communication & Negotiation Skills Workshop
- Time Management & Study Skills Workshop by Amideast
- Project citizen Training and showcase by the Amideast and US Embassy
- May 2023
- August 2022
- April 2022
- Nov. 2021
- Nov.2021
- Sep. 2021
- Dec. 2020

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## ADDITIONAL INFORMATION

**Tutoring:** Coding, English, Math, Physics, Chemistry and Biology for middle and high school students

**Languages:** Fluent English and Arabic, beginning Spanish (A2)

**Interests:** Reading, Acting, Scouts, Speeches & Storytelling and Writing.