







SARAH HOMSI

PROJECT COORDINATOR

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LANGUAGES

- Arabic (Native)
- French (Fluent)
- English (Fluent)
- Spanish (beginner)

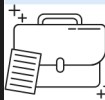
SKILLS

- Communication Skills
- Team work
- Multitask
- Willingness to learn
- Organized

REFERENCES

Available upon request

WORK EXPERIENCE



YOU MATTER– Project Coordinator
(September 2023-Present)

**Union of Relief and Development Associations
URDA– Project Coordinator**

(January 2022 – September 2023)

URDA – Protection Coordinator
(April 2021 – December 2021)

Store Manager – City Outlet Store
(February 2021 - April 2021)

Assistant Store Manager – Basic Outlet Stores
(September 2019 – February 2021)

Customer Service Manager - Hoss-Food Offshore
(January 2019 – September 2019)

Customer Service –Hoss-Food Offshore
(January 2018 –January 2019)

**Waitress - Dardachat Restaurant - Ein El
Mrayse**(July 2014 – March 2018)

Private tutor for school students2014

EDUCATION HISTORY



• **Business Administration**
Université Saint Joseph (2017)

• **Baccalaureate II-ES - (Lebanese)**
Ecole des Filles de la Charité,
Clémenceau (2014)

TRAININGS



• **Internship at BLOM Bank**
(July 2016 – August 2016)

PERSONAL STATEMENT

As a project coordinator I coordinate/prepare projects based on the donor requirements and camp visits for project implementation supervision and reporting, being the main contact with the donors, as well as reviewing the financial/narrative reports related to the projects and send them to the donors and archive all data. In addition to escorting delegations, attending conferences with partners and fundraising.