

Andrew Jabr

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EDUCATION

Lebanese American University (LAU), Beirut, Lebanon

Aug 2023 – Expected in Jun 2027

Bachelor of Science in Business Studies

Information Technology Management Emphasis

Minor in Data Analytics

EXPERIENCE

Library Assistant, Lebanese American University, Beirut, Lebanon

Jan 2026 – May 2026

- Assisted the Access Services department with the daily duties (shelving books, collection relocation).
- Maintained an adequate atmosphere for studying.

Expertise France, Intern, Beirut, Lebanon

May – Aug 2025

- Supported data management activities in Excel, including data entry, filtering, unifying, and auditing.
- Contributed to translating and updating supplier information on the official Lebanese PPA website.
- The internship program is supported by Expertise France at the Public Procurement Authority, and is funded by the European Union.

EXTRA-CURRICULAR EXPERIENCE

Model United Nations Program Trainer – LAU Simulation Models, Beirut, Lebanon

Jan 2025 – Jan 2026

- Created unique and updated training material for the conference.
- Trained delegates and helped them foster their interpersonal skills and acknowledge international affairs.
- Presided over the conferences and directed the flow of debate.

Model Good Governance Program Trainer - LAU Simulation Models, Beirut, Lebanon

Jan 2025 – Jan 2026

- Created unique and updated training material for the conference.
- Trained delegates and helped them foster their interpersonal skills and acknowledge international affairs.
- Presided over the conferences and directed the flow of debate.

Buddy – LAU International Services & Programs Office, Beirut, Lebanon

Jul 2024 – Jul 2025

- Conducted campus and city tours for MEPI international students on their first orientation day.
- Provided information and facilitated games for students at the ISOP booth during welcome week.
- Supported exchange students to ensure they adapt to university life and helped them form friends from different backgrounds.

Volunteer - Mozilla Festival House, Netherlands, Amsterdam

July 2023

- Assisted in welcoming guests and artists, by guiding them around.
- Helped presenters with installing their booths, and displaying their work.
- Handled operational tasks, such as moving boxes around and hanging posters around the area.

SKILLS

Computer Literacy:

Microsoft Office (Word, Excel, PowerPoint, Outlook), Google Workspace, Python (beginner), C# (beginner), Internet Protocol Suite (TCP/IP), SQL Server Management Studio, Relational Database and Normalization, Tableau (Data Visualization/Dashboard Creation), SAP/ERP System, and Machine Learning (Quantitative/Qualitative Reasoning).

Languages:

Arabic (Native), English (Native), French (Intermediate).