

SHAHD HACHEM

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SUMMARY

Second year Business Administration student currently pursuing a degree in Marketing after transitioning from Computer Science to better align with my interests, strengths, and career goals. As a motivated and proactive student, I have developed strong analytical, problem-solving, and organizational skills through team projects and coursework. I am eager to gain experience in the business world through internship opportunities that support my professional growth.

EDUCATION

International School of Choueifat - Beirut, Lebanon	June 2024
High-School Diploma	
American University of Beirut - Beirut, Lebanon	Aug 2024 - May 2028 (Expected)
Bachelor of Business Administration - Marketing	
Relevant Coursework: Foundations of Information Systems, Operations Management, Financial Accounting, Fundamentals of Management, Micro/Macro Economics	

UNIVERSITY PROJECTS

Information Systems Project	Nov 2025
Centralized the recruitment data repository of a FinTech company by applying ERP, EAI, and BPM frameworks to optimize workflow efficiency.	
Operations Management Project	April 2026
Analyzed workforce inventory and recruitment pipelines using EOQ, ROP, and VSM techniques to identify operational inefficiencies and propose process improvements.	
Excel Project	April 2026
Created dynamic formulas across assumptions, expenses, and decision sheets to calculate and compare all costs, using functions like XLOOKUP, SUMIFS, and INDEX to analyze different financial scenarios.	

SKILLS AND LANGUAGES

Technical Skills: Excel Modeling, Canva, Basic Figma, Basic Accounting, PowerPoint, Word, Java, HTML/CSS

Soft Skills: Creativity, Interpersonal Communication Skills, Adaptability, Proactive, Fast Learner, Ambitious

Languages: English (fluent), Arabic (native), French (basic)

EXTRACURRICULAR ACTIVITIES

Arabic Poetry - Gained early experience in public speaking