

KERA ASSAAD

Beirut, Lebanon | (+961) 76 390 899 | assaadkera@gmail.com | linkedin.com/in/kera-assaad

EDUCATION

Bachelor of Business Administration (BBA), International Business Management

Notre Dame University-Louaize (NDU), Lebanon | *Expected Graduation: December 2026*

Honors: Beta Gamma Sigma Member (Top 10% of business students globally)

PROFESSIONAL EXPERIENCE

Logistics & Mobility Assistant | *We Design Beirut* Sep 2025 – Nov 2025

- Managed program timetables, transportation, and ticketing for international visitors.
- Coordinated with external parties on logistics details of the event.
- Provided on-ground support during event days to ensure a successful outcome.

Procurement Intern | *Gray Mackenzie Retail Lebanon* Mar 2025 – Aug 2025

- Entered and analyzed data across multiple product categories
- Created a detailed catalog of all consumable items to be referred to by all staff
- Gained hands-on experience in supplier evaluation and performance tracking

Private Tutor | *Freelance* Oct 2022 – Present

- Tutored school students of all levels with customized study plans
- Achieved measurable improvement in student academic performance and confidence
- Adapted teaching methods to suit different learning styles to ensure better engagement

Sales Associate | *Les P'tits BoBo* May 2024 – Sep 2024

- Gained extensive knowledge of all store products and achieved sales targets
- Strengthened interpersonal and negotiation skills through customer interactions
- Monitored inventory levels and supported stock replenishment to maintain product availability

LEADERSHIP & ACTIVITIES

Consultant | *180 Degrees Consulting – NDU* Feb 2026 – Present

- Contributed to consulting projects by conducting research and supporting strategic recommendations for real organizational challenges

VOLUNTEER EXPERIENCE

First Responder | *Lebanese Red Cross* Aug 2023 – Feb 2024

- Provided emergency response support and basic medical assistance
- Developed crisis management, teamwork, and rapid decision-making skills
- Assisted in ensuring safety and coordination during emergency situations

SKILLS

Computer Skills: Microsoft Excel, PowerPoint, Word, Power BI

Languages: Fluent in Arabic & English