

# NANCY EL-HACHEM

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## Experience

### **Al Morakeb Group Magazine: Journalist**

*October 2017- February 2018*

#### **Responsibilities:**

- Conducting interviews and attending conferences.
- Reformulating gathered data in a well-structured article.
- Monitoring the magazine's online website.

### **Code 11 - M&M360 Advertising Agency: Social Media Officer**

*February 2017 to June 2017*

#### **Responsibilities:**

- Creating engaging content for companies' social media presence.
- Keeping social media updated and brand-focused.
- Seeking out new social media ways for connecting with audience.

### **MTV Lebanon: News Gallery Officer**

*February 2015- February 2017*

#### **Responsibilities:**

- Autocue.
- Lower third operator.
- Camera control unit.

## Internships

### **LBCI International**

2014

#### **Responsibilities:**

- Preparing Grid.
- Arranging Ads and promotions.
- Managing conductor.
- Manipulating programs through air client.
- Uploading channel boards.
- Transferring and inserting data.
- Segmenting lives and all air programs.

### **BYBLOS International Festivals**

Summer 2014

#### **Responsibilities:**

- Organizing events.
- Plan for the production.

	<b>Voice Of Lebanon (VDL)</b> <i>Internship / Editorial Department</i> <b>Achievements:</b> <ul style="list-style-type: none"> <li>- Reformulating local and international news.</li> <li>- Editing local and international news.</li> </ul>	2013
	<b>Lebanon Files Website</b> <i>Internship / Editorial Department</i> <b>Achievements:</b> <ul style="list-style-type: none"> <li>- Reformulating local and international news.</li> <li>- Editing local and international news Online.</li> </ul>	2013
	<b>Radio Liban Libre (RLL)</b> <i>Internship / Editorial Department</i> <b>Achievements:</b> <ul style="list-style-type: none"> <li>- Reformulating local and international news.</li> <li>- Editing local and international news.</li> </ul>	2012
	<b>Colette Academy</b> <i>Piano Teacher</i> <b>Achievements:</b> <ul style="list-style-type: none"> <li>- Teaching Piano Lesson.</li> </ul> <b>Responsibilities:</b> <ul style="list-style-type: none"> <li>- Adjusting courses according to student's age and abilities.</li> <li>- Transferring my knowledge and practices to the students.</li> </ul>	2012
<i>Education</i>	<b>Notre Dame University Louaize - NDU</b> Masters, Media Studies - Electronic Journalism and Public Relations. Graduating Academic Year: 2018-2019.	2015-Now
	<b>Lebanese University</b> Bachelor, Journalism (Print and Broadcast). Graduated in 2014.	2011-2014
	<b>Official College Jbeil</b> BAC II, LH Graduated in 2011.	2010-2011
	<b>Frères Maristes Jbeil-Amchit</b>	1997-2010
<i>Hobbies</i>	<b>Piano</b> National Conservatory Jounieh. 7 <sup>th</sup> Educational Year.	2006-2011

*Languages*

**Arabic- English- French**

Fluent (speaking-writing-reading).

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Computer skills

**Microsoft Office**

**Adobe**

**Other Softwares**

Word, Excel, PowerPoint.

Photoshop and Premiere.

Avid I-news and Air Client.

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