# **Rym Kalo**

# rym.kalo1@gmail.com - 71-276286

# PERSONAL STATEMENT

I am an energetic, ambitious person who has developed a mature and responsible approach to any task that I undertake, or situation that I am presented with. As a graduate with over 3 years of experience in several fields, I am excellent in working with others to achieve a certain objective on time and with excellence.

## **EDUCATION**

## BS in Nutrition and Dietetics - September 2013- June 2016

Lebanese American University-Beirut

Licensed Dietitian – July 2017

## **Certified Personal Trainer- March 2018**

**NCSF** 

# WORK EXPERIENCE

#### **Customer Service Dietitian- November 17- Present**

Nutrition and Diet Center Beirut

# Responsibilities:

- Responsible for answering all callers' question concerning Nutrition
- Responsible for phone consultations
- Assist in clients' diet programs
- Responsible for clients' accounts
- Responsible for sales and sponsorships

# National Vice President of Outgoing Operations and External Relations- August 2018-

#### **Present**

AIESEC in Lebanon

Beirut

## Responsibilities:

- Responsible for leading the national team
- Responsible for securing partnerships
- Responsible for external representations
- Responsible for online and offline campaigns
- Responsible for social media platforms

# Project Manager of Community Management- August 1- Present

**AIESEC International** 

# Responsibilities:

- Lead a team of community managers
- Schedule Facebook posts
- Synergize with graphic designers
- Setting strategies for increase social media metrics
- Analyzing different editorial lines

# Clinical Dietitian Intern – September 2016- May 2017

Clemenceau Medical

Center Beirut

# Responsibilities:

- Screen patients and educate them according to their comorbidities
- Assess patients and intervene according to their screening risk
- Work with a multidisciplinary team (doctors, nurses...) to provide the patient with what's needed to heal
- Supervise the kitchen's tray line before it's served to the patients
- Attend kitchen rounds to insure food safety

# Faqra Catering- January 2017- March 2017

Clemenceau

Medical Center

#### Responsibilities:

- Responsible for food quality
- Responsible for trainings
- Responsible for patient's feedbacks

# **Extracurricular Activities**

# Global Support Team of Digital Marketing for AIESEC International - August 2017-Prersent

# Responsibilities:

- Manage the global social media of AIESEC International
- Give growth strategies to improve the reach & engagement
- Work with AIESEC International

#### Local Committee President -February 2018- January 2019

AIESEC in Lebanon

## Responsibilities:

- Promote and sell the volunteering experiences to the market
- Strategize with the executive board to set goals and achievements for the year
- Lead a team consisting of vice presidents, middle managers and members
- Educate the members about the SDGs, world related issues and AIESEC knowledge

# Organizing Committee President of Youth Speak Forum – August 2016-April 2017

AIESEC in Lebanon

## Responsibilities

- Lead a team to deliver a youth speak forum
- Strategize and plan for the whole event
- Deliver a forum related to putting confidence in the youth for a better Lebanon

#### Nutrition Educator for kids – June 2016- August 2016

Association of Sidon Children Popular Library-Saida

# Responsibilities

- Educate children about healthy eating and choices
- Educate parents about healthy cooking

## **Technical Skills**

- Microsoft Office (Excel, PowerPoint, Word)
- Adobe Photoshop
- DMS system
- SAP system

# **General Skills**

- Excellent Verbal and Communication Skills
- Team work ability
- Leading projects and events
- Arabic-Native
- English-Fluent
- French-Good