

# YASMINA HATEM

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## OBJECTIVE

Seeking an entry level job to enhance my leadership skills, understand better the workplace of brands by using my organizational skills and develop my abilities to work with people.

## PROFILE

Excellent public speaking skills and problem solving skills

Ability to work under pressure

Attention to detail, organized, ambitious, good listener

## EDUCATION

**Lebanese American University (LAU) – Beirut, Lebanon**

Sep. 2015 – June 2018

BS in International Business with a minor in Legal Studies

*Cumulative GPA 3.69/4*

**Lycee Bonaparte – Doha, Qatar**

Sep. 2010 – June 2015

## WORK EXPERIENCE

**Business Development Intern – AZADEA - Beirut, Lebanon**

Sep. 2018 – present

- Screening brands for future business opportunities
- Meeting with consultants, responding to emails and creating surveys

**Intern – Sb International – Beirut, Lebanon**

Aug. 2018 – Sep. 2018

- Contacted new clients and handled the shipments

**Intern – Commercial Bank – Doha, Qatar**

Dec. 2016 – Jan. 2017

- Rotated within different departments
- Reviewed the legality of the contracts in the legal department and the loan requests
- Closed the books for the current year

## VOLUNTEER WORK & EXTRA-CURRICULAR ACTIVITIES

- French Trainer for high school students– Model European Union – Jbeil, Lebanon

Sep. 2017 – Feb. 2018

- Summer volunteer – CARE, Bekfaya

May 2015 – May 2018

*Helped autistic children, as well as any fundraising event and trips*

- Active member of the International Affairs club

Sep. 2017 – May 2018

- Secretary – Human Rights club – LAU

Sep. 2017 – May 2018

- Member and manager of the swimming team – LAU – Jbeil, Lebanon

Sep. 2015 – May 2018

- Summer volunteer – CARE – Lebanon

May 2015 – May 2018

## CERTIFICATIONS /AWARDS

- Certification of Honor's list at LAU, Beirut, Lebanon – Fall/Spring 2016
- Certification of Distinctions' list at LAU, Beirut, Lebanon – Fall/Spring 2017/2018
- Certification of athletics' achievement - LAU, Beirut, Lebanon – 2015-2018

## SKILLS

**Computer:** MS office, SPSS, WordPress/Storify, Pixlr, Moviemaker

**Languages:** Fluency in English, French and Arabic; proficient in Spanish

## INTERESTS

Reading/ Writing/ Editing/ Travelling/ Swimming