

# DANIEL ISMAIL

## MANAGEMENT INFORMATION SYSTEM

### ABOUT ME

Hardworking University Student in MIS seeking employment. Patient-focused Radiographer with 4 years of experience. Expert in determining imaging needs, positioning and immobilizing patients and developing images following quality control and established processes. I bring forth high quality organizational skills and a self-motivated drive to achieve excellence.

### WORK EXPERIENCE

#### Data Entry Operator Arabia GIS

May 2022

- Scanned voter registration applications and performed data entry with the Ministry Of Interior and Municipalities.
- Manual data input from paper-based sources into the electronic system
- Using spreadsheets to manipulate data (charts, tables, etc)

#### Worker Association for Forests, Development & Conservation - AFDC

October 2020 - Present

- Removed rocks and prepared soil for planting.
- Used shears, pruners and chainsaws to prune and trim hedges and shrubs.
- Organized materials, tools and equipment to supply team members.
- Performed fire prevention in forests, woodlands and fire suppression duties as needed.

#### Radiographer Panoxray Clinic

December 2017 - Present

- Followed safety protocols at all times to minimize radiation exposure and potential for incidents with staff or patients.
- Administered image-based tests using guided instruments and delivered results to patients' physicians with detailed documentation of findings.

### EDUCATION

#### Lebanese Baccalaureate in Socio-Economics September 2017 - July 2019

- Rachaiya Official high School, Rachaiya, Beqaa, Lebanon

#### License in Management Information System September 2019 - Present

- Lebanese University - Faculty of Business Administration & Economics, Rachaiya, Beqaa, Lebanon

### CONTACT

#### PHONE

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#### EMAIL

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#### ADDRESS

Al Mouhaidatha, Rachaiya Al  
Wadi, Lebanon

### SKILLS

- Web design (Html, Css, Javascript, Canva)
- Communication Skills
- Leadership and Teamwork
- Ability to Work Under Pressure

### LANGUAGE

- English
- French
- Spanish
- Arabic

# **VOLUNTEERING**

## **Rachaiya & Beyond guiding and eco-tourism**

- Guiding course
- Project management course
- Hiking
- Camping
- Social activities