**EDUCATIONAL INFORMATIONS**

**Arabic Pedagogy and Social Sciences**

LEBANESE UNIVERSITY: Faculty of « Pédagogie II » 2014

**Literature and Humanity**

Lycée Officielle de Bikfaya : « Bac 2 » 2011

**PROFESSIONAL EXPERIENCES**

**MEDICAL SECRETARY**

MIDDLE EAST INSTITUTE OF HEALTH hospital (Lebanon) 2015 – Present

**ASSISTANT TO GENERAL DIRECTOR**

CLINIQUE DU LEVANT (Lebanon) 2014 – 2015

**SUPERVISOR**

Colonie de L’Oasis (Lebanon) 2013-2014

**PRIVATE TUTORING AND PAID INTERNSHIPS:**

* Ecole de l’Evolution Pédagogie school 2013 – 2014 – grade 7 and grade 8
* Lycée Moderne and Apôtres schools 2012 - 2013 - grade 2 and grade 3

**LANGUAGES**

Arabic / English / French

**COMPUTER SKILLS**

Microsoft office (Word, Excel, Power Point)

Internet research

Typing: Arabic / English / French

**HOBBIES**

Music / Dancing / Reading / Sports

**PERSONAL INFORMATION**

Marital status: single

Nationality: Lebanese

Date of Birth: December 2, 1992