



YASMINA HATEM

Business Graduate

PROFILE

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OBJECTIVE

Seeking an internship to enhance my editing, analytical and leadership skills; understand better the workplace of companies and brands by using my organizational skills and develop my abilities to work with people. I am available as of September 2018

SKILLS

Public speaking
Editing/ Writing
Translating
SPSS
Movie Maker/ Pixlr
Storify/ WordPress
Spotify/ Audacity

LANGUAGES

FRENCH	●	●	●	●	●
ENGLISH	●	●	●	●	●
ARABIC	●	●	●	●	●
SPANISH	●	●	●	○	○
TURKISH	●	○	○	○	○

AWARDS

2015	Olympiades de Mathematiques
2015	Geosciences
Fall/Spring 2016	Honor's list at LAU
Fall/Spring 2017	Distinction List at LAU
Fall/Spring 2018	



WORK EXPERIENCE

December 2016 **COMMERCIAL BANK**, Qatar — Internship

- Reviewing the legality of the contracts in the legal department
- Closing the books for the current year
- Reviewing the loan requests

Fall 2015-
Spring 2018 **ATHLETIC'S OFFICE OF LAU**—Student assistant

- Helping for 9 hours per week
- Delivering papers from office to office
- Helping with the activities held on campus

Fall 2017-
Spring 2018 **MODEL EUROPEAN UNION**, LAU— Trainer

- Educating high school students about the simulation program
- Secretary at the final conference



EDUCATION

2015 – 2018 **LEBANESE AMERICAN UNIVERSITY**, Lebanon
BS in International Business, Minor in Legal Studies
CGPA 3.65/4

2005- 2015 **LYCEE BONAPARTE**, Qatar
French Baccalaureate



VOLUNTEER EXPERIENCE AND LEADERSHIP

2015 – 2018 **SUMMER VOLUNTEER** in CARE, Bekfaya

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

2017 **VOLUNTEER** at the LRI Reforestation campaign

- Assisted LAU in planting trees in Arez as part of a reforestation program

2017 **VOLUNTEER** at the Beirut Marathon

- Helped at the water cheering station with LAU
- Distributed bottles for the runners

2016 **INTERSHIP** at Go Green

- Welcomed guests at the fundraising event
- Handled the ticket sales in LAU
- Helped with the social media platforms

2015 – 2018 **MEMBER and MANAGER** of LAU's swimming team

2017 – 2018 **ACTIVE MEMBER** of the International Affair's club and the Consulting club at LAU

2017- 2018 **SECRETARY** of the Human Rights club at LAU

- In charge of taking the minutes

2018 **RAPPORTEUR** at the GCIMUN with LAU