

# ALAA ZAKARIA

EMAIL: [alaa.zakaria@lau.edu](mailto:alaa.zakaria@lau.edu)

MOBILE NUMBER: +961 70 937 464

LINKEDIN ACCOUNT: <https://www.linkedin.com/in/alaa-zakaria-901381148>

## Professional Profile

- Bachelor candidate seeking a challenging career in a progressive and professionally managed organization, this will provide adequate opportunities and environment to draw upon my knowledge, experience and clear strengths for mutual benefits.
- Able to lead others in demanding circumstances. Self-motivated, hardworking individual that enjoys working with public and diverse populations. As well as developing innovative and creative solutions to problems.

## Work Experience

**Summer 2018**

### **Internship at FRANSABANK**

*Tasks included:*

- *Operational services (cash transactions, check withdrawals, inward and outward transfers and domiciliation)*
- *Commercial services (client account creation, cards processing, call center, housing loans, letters of guarantees, personal loans and educational loans)*

**Summer 2018**

### **Training Program at The Central Bank of Lebanon (BDL)**

*The Training program included in-depth learning on the different types of operations that exist and the functions of each department at BDL.*

**Summer 2017**

### **OMT Agent Assistant**

*Money Transfer & Payment Services – OMT Lebanon, Tripoli*

# Education

## Bachelor of Science in Business Management Studies

Lebanese American University (LAU) - Adnan Kassar School of Business (AACSB Accredited) – Byblos Campus

I was granted with a full scholarship known as the University Scholarship Program (USP VII) which offers university-bound students a unique opportunity to pursue quality higher education. This ambitious program is made possible with the support of the American people through the United States Agency for International Development (USAID).

# Skills

- Management related:
  - Leading and ushering teams
  - Planning and goal setting
  - Ability to work independently in a fast-paced environment
  - Works efficiently under pressure
  - Decision making/taking
- Communication related:
  - Explaining and presenting complex ideas clearly
  - Public speaking skills
  - Negotiation skills
- Language Skills:
  - Native language: Arabic
  - Second language: English
  - Startup/beginner language: Spanish
- Non-profit volunteering
- Technical/computer skills

# Leadership Activities, Extracurricular Work and Awards

- 2014** Volunteering for the “المركز الطبي الخيري في طرابلس” (with an official certificate). Activities included health awareness campaigns, counseling and vaccination campaigns for children, first aid training and charitable donations.
- 2014 – 2015** Participating in the “Injaz Al Arab” competition in Lebanon. The program encourages students to start their own company as well as coming up with their own product/service and be able to invest in it and use it to compete with other schools locally and in the Arab world. I held the position of a CEO in my team and I’s company.

- 2015**                      Winning the “Best Social Impact for 2015” award at the “Injaz Al Arab” competition that was held at the American University of Beirut –AUB- (with an official certificate of achievement).
- 2016 – 2018**              Member of the “Consultancy Club” in the Lebanese American University
- 2018**                      Implementing my -2 days- Community Service Project (funded by my scholarship committee USAID) that aimed to unleash special needs students’ exceptional abilities through classroom activities. My project was implemented at مستشفى الرحمة  
 “المركز الخيري لتأهيل المعوقين”. Activities included a “Robotics” workshop that has broadened their intellectual and technological abilities as well as a “Handmade Crafts workshop” that has developed their practical skills.

## Workshops and Seminars Attended

- 2015**                      Training on “Presentation Skills” in partnership with the AUB Toastmasters Club at AUB.
- 2016**                      Interviewing Skills & CV Writing Workshop by BLOM Bank (recruitment head) at LAU.
- 2016**                      Communication Skills Workshop by Mrs. Nermine Mufti at LAU.
- 2017**                      Time Management Workshop by Doctor Loulwa Kaloyeros at LAU.
- 2018**                      Debate and Interviewing Skills by Mr. Walid Abboud (talk show presenter) at LAU.
- 2018**                      Business Ethics in Media by Mr. Yasser Akkaoui (Editor in Chief at Executive Magazine) at LAU.

## References

Will be provided upon request.