

Alexandra Shbaro

Beirut, Lebanon | +961 70 757 650

alexandra-shebaro@hotmail.com

Junior Ellucian Banner Functional Consultant skilled in appraising modules, conducting detailed requirements analysis, and process optimization. Eager to pivot into web development, blending strong analytical prowess with a passion for technology to drive impactful solutions in innovative projects.

EXPERIENCE

Functional Consultant

Jul 2023 - Present

ISS, Beirut, Lebanon

- **Self-Learning and Expertise Development:** Successfully learned multiple Ellucian Banner modules independently.
- **Documentation and User Manuals:** Created comprehensive user manuals and internal documents for various Banner modules, significantly aiding user understanding and system utilization.
- **Process Implementation:** Implemented processes from the Banner modules effectively, contributing to improved operational efficiency within the institution.
- **Project Support:** Provided essential support for projects post-implementation, ensuring smooth transitions and ongoing system functionality.
- **Requirements Analysis:** Conducted thorough requirements analysis, accurately capturing client needs and ensuring solutions met their expectations.

Coding Instructor

Mar 2022 - Sep 2022

BrightChamps, Beirut, Lebanon

- **Teaching and Lecturing:** Delivered lectures on coding fundamentals and best practices, resulting in a 30% improvement in code readability.
- **Educational Development:** Developed interactive coding simulations to teach students of ages 10-18 how to create their own projects.
- **Curriculum Enhancement:** Created online resources to supplement in-class instruction and provide students with additional learning material.

EDUCATION

BSc in Computer Science

Sep 2020 - Jun 2023

Beirut Arab University

Beirut, Lebanon

Lebanese Baccalaureate in Life Sciences

Sep 2014 - Jun 2020

Makassed – Ali Bin Taleb College

Beirut, Lebanon

SOFT SKILLS

- Adaptability & Fast Learning
- Analytical & Critical Thinking
- Attention to Detail
- Teamwork
- Clear Communication
- Multitasking

TECHNICAL SKILLS

- MySQL - SQL
- Java - C++
- React JS - PHP
- HTML – CSS – JavaScript

PERSONAL PROJECTS

Freelance Web Development Project

- Created a professional resume website showcasing a graphic designer's portfolio, services, and contact details.

University Senior Project: Collaborative Project and Sale - Edu-Nation Platform

- For our senior project, we developed Edu-Nation, an educational website focusing on online tutoring, workshop establishments, and certification earning.
- Instead of competing, we collaborated. We found Elevate, an educational institution created in Lebanon, and initiated a collaboration to integrate Edu-Nation as a branch within their organization, while preserving its identity.
- Successfully initiated and led negotiations for the sale of the Edu-Nation platform, ensuring a mutually beneficial transaction with Elevate.
- Provided support operations for three months, given our status as university students.

Freelance Web Development Project

- Collaborated with a group of medicine students to design and develop a functional e-commerce website for their small business specializing in real leather products (wallets, belts, and bags).
- Took ownership of front-end development, leveraging emerging skills in back-end concepts during project execution.

CERTIFICATIONS

- **Banner Student Certification**
Validating proficiency and expertise in utilizing Banner Student modules for managing student-related information within educational institutions.
- **Web Development Certificate - Xpert Bot Academy OU**

Engaged in a web development internship focused on Laravel, employing a full-stack learning approach through hands-on projects with genuine client interactions.

- **IC3 – Certiport**

Proven proficiency in core computer skills: hardware, software, operating systems, browsing, email, and online safety. Comprehensive understanding of computing concepts for efficient use of digital tools in today's tech-driven world.

- **NoSQL Systems – Coursera**

Expertise in selecting NoSQL databases based on business needs, applying data modeling for specific queries, and optimizing query performance with Atomic Aggregates and denormalization.

- **Microsoft Office Specialist – Excel**

Proficiency in technical skills using software applications.

- **Microsoft Office Specialist – Word**

Proficiency in technical skills using software applications.