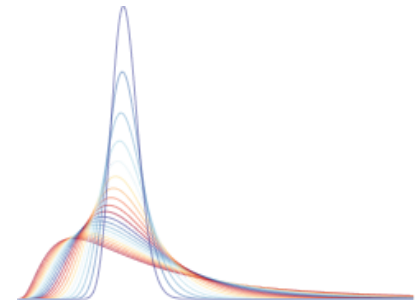


RAMI ASSAAD

I am looking to bring my well-honed skills acquired over the past months of working with mainly international NGOs as MEAL Officer & Assistant active in Lebanon who is responsible for ensuring the monitoring of the project activities is at the best track, with a good quality, before meeting deadlines.

Currently, I'm enrolled in an Online Master's degree in Program Evaluation & Data Analytics at Arizona State University. I obtained my bachelor of civil and environmental engineering from Beirut Arab University, which could be an a proof of my ability of using oral and written communication, and the ability of solving complex problems as well as a detailed-oriented person.

I have always used opportunities to enhance my knowledge and skills, and to develop in different directions, which can be seen from the list of additional courses I attended (I was certified in the majority).



[Download a PDF of this CV](#)

EDUCATION

2022
|
2021

MS in Program Evaluation & Data Analytics

Online

 Arizona State University

- Enhance my coding skills in R language
- Enhance my skills in Evaluating Programs
- Enhance my Data Analysis skills

2019
|
2014

BE in Civil & Environmental Engineering

Lebanon

 Beirut Arab University

- Enhance my ability to use AutoCAD civil, ETABS, Robot and other structure engineering software.
- Enhance my skills to design Reinforced Concrete, Steel, and Sanitation work

MONITORING & EVALUATION EXPERIENCE

2022
|
2021

Senior MEAL Field Officer

Lebanon, Achrafieh

 Action Against Hunger (ACF)

- Collect monitoring, evaluation, research and learning data on ACF project activities and learning initiatives covering different sectors (Vulnerability Verification; Food Security and Livelihoods; Water, Sanitation and Hygiene)
- Manage casual workers, setting workplans and identifying resource needs
- Collect, analyze and present quantitative and qualitative data through written reports and dashboards

CONTACT

 ramiassad009@gmail.com

 RamiAssaad

 <https://github.com/Rami>

-Assaad

 [LinkedIn](#)

 (961) 71-648926

LANGUAGE SKILLS

R

MSOffice

Primaver

ETABS

InternetBrowsing

Kobo Collect

ODK Collect

Made with the R package
[pagedown](#).

The source code is available at
github.com/nstrayer/cv.

Last updated on 2021-09-30.

2021

MEAL Officer

Labnon, Manara

📍 Jafra Foundation

- Support the development of M&E plans, indicator matrices, and clear data collection plan
- Work with project teams to develop an M&E Plan that outlines the different steps that are required
- Planning and implementation of baseline survey, monitoring and evaluation exercises and impact assessment

2021

|
2020

MEAL Assistant

Lebanon, Hazmieh

📍 Medair International

- Support MEAL officer to develop M&E plans to monitor project/ program indicators under MEAL manager
- Support in developing design methodologies, tools, and surveys for post distribution monitoring (PDM) and other monitoring activities.
- Carry out data collection, analysis and drafting reports as part of PDMs and other monitoring activities

2020

M&E Officer

Lebanon, Saïda

📍 Al Moasat

- Develop and refine various data collection instruments (both quantitative and qualitative), and maintain a results database, as well as data collection procedures logical framework, project performance tracking, indicators, data flow chart, M&E manuals, data collection template.
- Support the operations field team in their role to collect and enter data from participants through registration database and surveys.
- Serve as the primary point person for all monitoring and evaluation related work.



PROJECT ASSISTANT EXPERIENCE

2020

|
2019

Project Officer

Lebanon, Tayouneh

📍 Cesvi Onlus Foundation

- Provide administrative and logistical support for Micro, Small and Medium Enterprises Support project.
- Provide project and operational support, including monitoring and reporting on project plans.
- Conduct field visits to ensure the correct implementation of the project.



DATA COLLECTION EXPERIENCE

2019

Data Collector

Lebanon, Tayouneh

📍 Cesvi Onlus Foundation

- Administer vulnerability questionnaires using ODK/Kobo collect.
- Enter data in Beneficiaries Tracking Tool.
- Participate in assessments and data gathering exercise.



INTERNSHIPS

2018

|
2017

Civil Engineer Internship

Lebanon, Saida

📍 MOATI Group

- Assist in managing parts of construction projects.
- Assist in checking technical designs and drawings to ensure that they are followed correctly.
- Monitor all construction workers during construction work and check their work.



TRAINING

Training of Trainers (Green Construction)

Lebanon, Beirut

📍 Cesvi Onlus Foundation

- This workshop cover the teaching methodology on 5 topics: Green Electricity, Green Plumbing, Glazing , Waterproof installation, & Decorative Finishing

IC3 Certificate

📍 Beirut Arab University

- Define what is meant by an entrepreneurship , risk and rewards including the personality that differentiate the character of entrepreneur , and market analysis: SWOT & PEST analysis.

Entrepreneurship & Design Thinking

Lebanon, Beirut

📍 Nawaya Network

- IC3 certificate includes all the computer fundamentals from A to Z, and Key Applications such as Word, Excel, PPT, Access and Outlook.