

## Nicole Joukhadarova

### Work experience

September 2014-November  
2015

**Saydeh Hospital**  
***Assistant Nutritionist***

North Lebanon

My responsibilities were centered around the patients' health profile and needs, those included the following:

- Planning daily hospital rounds to fit all the newly admitted patients of all sections.
- Discussing health benefits of dietary alterations to their current diet.
- Showing the risks of nutritional deficit that lead to their current illness.
- Correcting any food aversions they might have and applying it to the culinary experience in the hospital.
- Checking each patient's bio status on a daily basis and alerting the nurses of any change to their meal deliverance.
- Weekly monitoring elderly, disabled, and paralyzed patients for weight and muscle mass loss, as well as calculating adjusting their caloric intake to suit their sustainability.

March 2013-October 2014

**Green Power Project**

Beirut, Lebanon

***Office Manager***

My duties focused on the smoothing and organizing the work load between my employer, business partners, and clients and those included:

- Taking and making international calls, to the United States, China and Kuwait.
- Producing and revising multilingual business emails.
- Relaying information to business partners on the daily.
- Comprehending and acting directly to clients' complaints.
- Learning about product innovations and selling points.
- Translating documents to different languages.
- Sale transactions.

## Other experiences

### Lebanese Association for Development - Al Majmouaa

Lebanon

Community service is very important, for this reason my involvement in “Al- Majmouaa” under “Al Talaba” group was to plan, prepare, and execute several services across Lebanon. These activities required time management, team work, and creative thinking to cater to each community’s individual needs.

### Hassan Khaled Charity Association

Lebanon

Working with underprivileged children, especially orphans, is an eye opening experience. Creating, organizing, and implementing different activities for children between the ages of 2 and 16 has taught me patience, excelling under pressure, and meeting quality work with deadlines.

### Educational certificate Languages Areas of Knowledge

- Lebanese International University (LIU) 2013
- BS in Nutrition and Dietetics
- Fluent: English, Arabic, Czech, French
- Interpersonal skills
- Multilingualism
- Business and time management
- Nutrition and dietetics
- Health science

Beirut

### Computer skills

- Microsoft word
- Microsoft Excel
- Microsoft Power Point
- Internet Research

### Personal Background Reference

- Email: [Nicole.joukhadar99@gmail.com](mailto:Nicole.joukhadar99@gmail.com)
- Mobile: +420 774 841 881
- Furnished upon request