

Amande Bou Assaf

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EDUCATION

From 2017 till 2022	Lebanese German University / <i>Sahel Alma, Lebanon</i> Bachelor in performing arts GPA 3.57/4.0 University Scholarship program 100%
From 2014 till 2017	Ghazir official high school / <i>Ghazir, Lebanon</i> Lebanese Baccalaureate in general science

EXPERIENCE

From 08/2019 till 06/2023	Communication Officer/Media Editor – Biladi Ngo <ul style="list-style-type: none">• Responsibilities include photography, video recording and editing of all field material required for later assessments, brochures, social media posts and website advertisement.• Graphic design of all material related to the project.• 2D animation for all project designs, and illustrations that are presented during the project by project coordinators and project managers.• Interviews for assessment and communication purposes.
From 2014 till present	Videographer, Video Editor, Continuity Supervisor, Designer – Freelancer
From 01/2018 till 01/2019	Designer, Memoires library <ul style="list-style-type: none">• Responsibilities include creating designs for billboards, posters and brochures.• Laser cutting blueprint design for materials such as plexiglass and other material.• Wall designs for art projects.
From 12/2016 till 12/2017	Cashier, Touprix adma <ul style="list-style-type: none">• Responsibilities include processing and receiving payments.• Issuing receipts to customers with proper customer service.• Stay up to date on merchandise promotions, advertisements and product information.

EXTRACURRICULAR ACTIVITIES

2023	Social media and content creation workshop at the Lebanese German University
2023	Jouhouzia for cultural property protection
2019	Safety of journalist at May Chidiac Foundation (MCF)
2015 – 2019	First aid and CPR training with the Red Cross trainer Abdo El Etel

SUMMARY SKILLS

COMPUTER SKILLS: Microsoft word, excel, power point, publisher, Adobe Photoshop, after effect, premiere, illustrator, Avid

LANGUAGES: Arabic, English, French, a little bit of German

SOFT SKILLS: Attention to details, teamwork, time management, creativity and problem solving.

