

Fatima Mohammad El Haj Mousa

Address: Saida-Lebanon

D.O.B: 14/01/1994

Phone Number: +961-71-565318

E-mail Address: f.elhajmoussa@gmail.com

EDUCATION

From 9/2012 to 5/2016	American University of Beirut (AUB) Bachelor's degree in Economics, with minor in Math	Beirut, Lebanon
From 9/2009 to 6/2012	Bissan Secondary School Lebanese Baccalaureate: Life Science Official in 2012	Saida, Lebanon

PROFESSIONAL EXPERIENCE

From 9/2018 to Present	Sidon National School Mathematics Teacher- Full Time job <ul style="list-style-type: none">• Teaching Math for Elementary Level• Teaching Science for Grades 5 and 6• Preparing Lesson Plans• Preparing and Correcting Exams and Worksheets	Saida, Lebanon
From 2/2017 to 6/2018	Unite Lebanon Youth Project (ULYP) Instructor - Part time job <ul style="list-style-type: none">• Teaching Math for the elementary level• Teaching coding (scratch)• Evaluating students' progress and reporting to the coordinator• Preparing lesson plans• Creating and organizing activities and awareness events for the students	Beirut, Lebanon
From 10/2016 to 1/2017	UN Relief and Works Agency for Palestinian Refugees (UNRWA) Internship at Scholarship Unit <ul style="list-style-type: none">• Creating Budget Study Per Account Per Project• Creating Budget Projections• Conducting Scholarships Research• Conducting employability surveys with graduates• Organizing meetings with students• Administrative Tasks	Beirut
From 11/2012 to 4/2016	Unite Lebanon Youth Project (ULYP) Volunteer <ul style="list-style-type: none">• Conducting Undergraduate Scholarships research• Teaching Math SAT for grade 10 students• Administrative Tasks• Developing Counseling Sessions for majors and universities for grade 12 students	Beirut, Lebanon

AWARDS AND CERTIFICATIONS

Certificate for participation in a workshop for Gender Based Violence

Certificate for participation in Training of Teachers (TOT)

Full Scholarship Support (Merit)

AUB Certificate for work during AUB Job Fair

AUB Certificate for volunteering during AUB graduation ceremony

SKILLS

COMPUTER SKILLS: Word, Excel, Access and PowerPoint

LANGUAGES: Excellent in English, fluent in Arabic

IELTS score 7.5

SOFT SKILLS: Leadership, Team-Building, Organizational, Classroom Management, Communication

*References are available upon request.