CURRICULUM VITAE

# PERSONAL DETAILS

**Name**:        Dima Mohamad Nasralla

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**Phone**:       +961 76 032 035

**DOB**: 26/February/2003

**Residence:** Baalbak

# PERSONAL SKILLS

* Organizational and planning skills
* Strong written and verbal communication skills
* Ability to work independently or as part of a team
* Computer literate (MS Word, PowerPoint, Internet)
* Languages Spoken: Arabic (mother language), and fluent English.

# EDUCATION

### I-University:

* Islamic University in Lebanon – Baalbeck Campus

Translation started 2022-23 Academic year, expected graduation spring of 2024-25.

Baalbeck public vocational institute - TS 1 Hospitality management - present

### II-High Schools:

* Al Iman High-School SE Graduated 2018-19 Academic year.

# ACHIEVEMENTS/RESPONSIBILITIES/WORK EXPERIENCE

* Private Tutor all subjects from grade 8 to 12, from 2019 till present.
* Independent online saleswoman from 2020 till present.
* Graduated 1st place from a hospitality training program within the Bina project from the Lebanese Organization for Studies and Training.
* Video editor for YouTube channel “Haidar’s Quick English Lessons” from January 2023 till present.
* Content creator for my own channel HD-Cooking. (In the making not public yet)
* Freelance translator.
* Freelance copywriter, proofreader.