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|  | 🞂Marie Therese Khattar  Ain El Delb-Saida-Lebanon  Phone: 71877760-07736560  E-mail: marietheresekhattar@gmail.com |

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|  | Education  B.S. in Business and Management (2010-2013)   * Faculty of Business and Management-**St. Joseph University**   Certificate of English Language Proficiency- Advanced Level (2013)   * Center for Language Education and Development-**Georgetown University**, Washington DC, USA   Lebanese Baccalaureate- Life Science (2010)   * College Notre Dame des Soeurs Salvatoriennes   Professional Experience   * Collaboration with UNICEF on intensive teaching sessions for weak students (French)- 2016   Ain El Delb Middle School- Ain El Delb, Saida, Lebanon   * Technical Instructor (Accounting, Physics, French)—2013-Present   Foyer De La Providence Technical Institute- Salhieh, Saida, Lebanon   * Administrative Assistant —2013-Present   Ain El Delb Middle School- Ain El Delb, Saida, Lebanon   * Bank Intern —2012   Fransabank- Saida, Lebanon  Skills   * Computer Skills: Excel, Word, Power Point, MS Access * Languages: Arabic (mother tongue); French and English- Excellent level in reading and writing   Extracurricular Activities   * Swimming, Tennis, Reading, Dancing |

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