

Mona Mustapha El Ali
Tripoli, Lebanon
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Date of Birth: 20/08/1970
Nationality: Lebanese

EDUCATION

May 1997

Diploma of Higher Studies in Arabic language and Literature, rated "Good"
Lebanese University

March 1993

Bachelor in Arabic language and literature
Teaching diploma in Arabic language and literature
University of Balamand - Koura, Lebanon

June 1989

Lebanese Bacculaureate, with a focus in literature
École Saint-Coeur

PROFESSIONAL EXPERIENCE

2016 - Present

Entrepreneur - Espace M, Owner of a spa that expanded throughout all of Lebanon with the only basis being word of mouth, where I managed to grow more in the richness of experiences, public relations, marketing, management and business strategies of today's world.

2011 - Present

School director - el Amal school, Tripoli, under the order 1218. Involved in the restorative management of a school under UNESCO, where my duties consist of recruitment of staff and reformative training workshops for teachers, as well as curriculum reforms and the rethinking of how this school wants to shape the generations to come through its institutional skeleton. I'm also involved in the concrete betterment of the school environment, in addition to engaging students in civil workshop on how to be a better part of today's society amidst the corruption, chaos and everyday violation of human rights in Lebanon.

2000 - 2010

Board head, Supervisor and Director - Nadine's Academy, an academy deeply connected to its neighboring schools. As board head I was in charge of official relations and documents, auditing, recruiting, and managing the academy in all its aspects. As Supervisor I was in charge of public relations, communication and client management, and in depth involvement with the kids. As a director I was in charge of the art direction, content creation and event planning related to the camps and activities held,

as well as being the head coordinator in versatile activities (Choir, Arts, Dance, and performance arts) that are projected later on in seasonal festivals.

1997 - 1998

Teaching - Jubran Khalil Jubran School, Tripoli, taught the classes presenting the national certificates (Brevet) for the academic year.

July 1994 - July 1997

Officer in Charge and Underwriter for Health - Arope Insurance co. (Tripoli Branch) , in charge of workmen compensation and motors insurance, handling all types of claims, executing daily accounting transactions (payables and receivables), and follow ups for collections and reconciliation with the head office for all pending issues at month end. All while managing 5 subordinates staff each in his respecting work area along with any other management/administration issues of the branch.

1993 - 1994

Teaching - Tripoli Evangelical School, taught arabic language to the 7th grade for the academic year.

1992 - 1993

Teaching - College Notre Dame du Balamand, el Koura, taught arabic language to the 6th grade for the academic year.

HOBBIES

Surfing (Professionally)

Yoga

AWARDS

2015

1st place in Lebanon Water Festival - SUP race

ARTICLES (unrelated to literature)

Featured in al Nahhar magazine, Times and Zahrat al Khalij

LANGUAGES

Fluent in French and Arabic

Conversant in English

COMPUTER SKILLS

Windows Office Softwares literate

Powerpoint, Excel, Word

References and/or samples are available upon request.

