

Alaa Ahmad Khalil

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EDUCATION

From 09/08 to 03/13	American University of Beirut Bachelor in Chemistry and Bachelor in Mechanical Engineering Expected Date of Graduation: June 2014 Courses Taken: Analytical, Organic, Physical and Inorganic Chemistry. Material Engineering, Mechanics of Materials and Manufacturing.	Beirut, Lebanon
From 09/94 to 06/08	Omar Al Mokhtar Educational Center Lebanese Baccalaureate: Official in 2008 Graduated with an "A" level in Physics, Chemistry and Math courses	Bekaa, Lebanon

EXPERIENCE

From 03/09 to 06/11	Political Studies and Public Administration Department, American University of Beirut Position Held: Student Assistant <ul style="list-style-type: none">• Entered data• Proctored Students Examinations• Advised new students	Beirut, Lebanon
From 09/11 to 06/12	Registrar's Office American University of Beirut Position held: Front Desk Assistant <ul style="list-style-type: none">• Assisted Students in registering for their courses• Wrote Enrolment Certificates• Entered Data	Beirut, Lebanon
From 09/12 to 03/13	Communications Office American University of Beirut Position held: Event Facilitator <ul style="list-style-type: none">• Coordinated University Events• Entered Data	Beirut, Lebanon
From 02/13 to 03/13	Mechanical Engineering Department American University of Beirut Position held: Research Assistant <ul style="list-style-type: none">• Material processing and simulations with Dr. Ramsey F. Hamade	Beirut, Lebanon
From 01/13 to 03/13	AUB Outdoors American University of Beirut Position held: Outdoors Sponsorship Coordinator <ul style="list-style-type: none">• Convinced sponsors to contribute in the annual AUB outdoors event• Held meetings with students to show them new techniques in approaching sponsors	Beirut, Lebanon
From 09/09 to 03/13	AUB Red cross American University of Beirut Position held: Committee member <ul style="list-style-type: none">• Held activities related to Orphans and aged people• Taught science and English courses for visually challenged people• Coordinate blood drive campaigns in AUB campus	Beirut, Lebanon

- Coordinates awareness campaigns related to breast cancer and AIDS in Beirut area.
- Represented AUB in the annual Beirut marathon.

From 05/08 to 03/13

Sada Al Bekaa Organization

West Bekaa

Jib Jannine, Lebanon

Position held: Coordinator

- Observed in the Lebanese elections in years 2009 and 2010 with the Lebanese Association for Democratic Elections (LADE)
- Coordinated meetings with teenagers in local areas to discuss environmental issues in Bekaa.

PROJECTS ACCOMPLISHED

- **Effects of anti-oxidants on a Briggs-Rauscher oscillating reaction**
- **Effects of Sulfur Dioxide on Air Pollution (seminar research)**
- **Kheireddine, A.H., Khalil, A.H., Ammouri, A.H., Hamade, R.F., \Finite Element Modeling of Laser Assisted Friction Stir Welding in Carbon Steels to Enhance Sustainability of Welded Joints. The 11th Global Conference on Sustainable Manufacturing. September 2013 Berlin, Germany. (Abstract Accepted)**

SUMMARY SKILLS

COMPUTER SKILLS: MS Word, Excel, PowerPoint, Access, Internet use, AutoCAD, LabVIEW, G-CODE For CNC Machining, CREO, DEFORM

LANGUAGES: Fluent in English, Arabic (excellent writing, reading and speaking skills) with basic knowledge in French

SOFT SKILLS: Leadership, Communication, Team-Building, Organizational, Management, Public Speaking.

TECHNICAL SKILLS: Surveying, Procurement

INTERESTS AND HOBBIES

- Biking and swimming
- Oriental keyboard playing
- Organizing events