

# Jinane El Kharrat

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## **EDUCATION**

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### **Lebanese University, Beirut | 1997-1991**

- Bachelor of Arts, Journalism
  - Emphasis on Francophone Media

## **EXPERIENCE**

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### **High School Food Service Assistant (Miramonte High School) | 2019-Present** **Orinda, CA**

- Coordinates the preparation and assembly of meals for over 1000 students daily, ensuring strict adherence to health and safety standards
- Monitors, calculates, and replenishes food supplies and kitchen inventory, reducing waste and ensuring the availability of necessary ingredients and items
- Mentors and trains new food service assistants, providing guidance on proper food handling, safety protocols, and customer service practices

### **Religious Education Teacher Volunteer (OLOL) | 2020-Present** **Millbrae, CA**

- Teaches religious education classes on Maronite faith and history, fostering cultural awareness to children K-8
- Creates and implements engaging lesson plans and educational activities that aligned with religious education goals and standards
- Promotes critical thinking and reflective discussion in the classroom, encouraging students to explore and articulate their beliefs and values

### **Journalist (Sawt Lebnan) | 1991-2004** **Beirut, Lebanon**

- Investigated and reported on a variety of topics, including politics, social issues, and cultural events, providing comprehensive coverage for both print and radio audiences in Arabic and French
- Conducted insightful interviews with key figures, experts, and community members, enriching stories with diverse perspectives and firsthand accounts
- Worked with francophone media partners and organizations, strengthening ties and expanding the reach of news content within the French-speaking Lebanese diaspora

## **SKILLS**

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- **Languages:** French (Proficient), Arabic (Fluent), English (Fluent)
- **Soft Skills:** Conflict Resolution, Classroom Management, Communication, Team Collaboration

## **INTERESTS**

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- French Literature, Painting, Cooking, Gardening, History, Family