



Vivianne Hanna

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Education

- **Collège Saint Vincent de Paul Helmieh** 2012
Sanaweya ama
83%
- **Ain Shams University** 2016
Bachelor of Arts (French language and literature)
Bien
- ICDL
- CTS (certified training & succeed)
- **DM Arts academy** July 2024
Facebook & Instagram Advertising
- **DM Arts academy** July 2024
Content Creation for Social Media

Experience

- **Saint Joseph language school - Zamalek** September 2016 - August 2017
Secretary
- **Collège Saint Vincent de Paul - Helmieh El quedida** September 2017 - August 2018
Primary School Assistant
- **Collège Saint Vincent de Paul - Helmieh El quedida** September 2018 -
French Section Assistant (BAC français)
 - Preparing timetables
 - Monitoring student attendance
 - Registering students on Cyclade for their exams
 - Contacting the Lycée Français for all necessary information
 - Preparing lists of students and teachers
 - Preparing school reports
- **Freelancer** -
Translation of 100 videos from French to Arabic (videos for children)

Skills

- Microsoft office: word, excel, Power point
- Canva
- Facebook plateforme
- Team work

Interests

- Learning new skills
- Learning languages
- Social Media

Languages

- Arabic : mother tongue
- French : B2

- English : B1
- Italian: A1