



MERIAM BEN SALEM

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EDUCATION

University of Lyon II, Lyon, France EXPECTED IN 06/2024

Bachelor of Applied Foreign Languages: English - Arabic

- Completed University-level Coursework: Legal Anthropology, Faculty of Anthropology, Sociology and Political Science - Lyon II, 2022
- Completed University-level Coursework: Constitutional Law, Julie-Victoire Daubié Faculty of Law - Lyon II, 2022
- Completed University-level Coursework: Climate: Science, Politics and Representations, Faculty of Anthropology, Sociology and Political Sciences - Lyon II, 2023
- Completed University-level Coursework: Legal Theory, Julie-Victoire Daubié Faculty of Law - Lyon II, 2023

University of Lyon II, Lyon, France 06/2022

1st Year Bachelor's: Linguistics

International School of Carthage, Tunis, Tunisia 06/2021

High School Diploma

- Completed Coursework: History-Geography, Geopolitics and Political Science, 2021
- Completed Coursework: Humanities, Literature and Philosophy, 2021
- Study Abroad: English - Chaucer College, Canterbury, United Kingdom, 2018

PROFESSIONAL SUMMARY

Effective Student committed to learning, developing new skills and team contribution. Self-directed and energetic with superior performance in both autonomous or collaborative environments working independently and collaborating with others on group projects.

SKILLS

- Activity Planning
- Project Management
- Documentation Skills
- Social Media Posting and Promotion
- Problem-Solving
- Document Editing and Proofreading

WORK HISTORY

Tourist Guide | Lyon II Institute Of Technology - 11/2023 - CURRENT
Lyon, France

- Researched information on Lyon to provide accurate, detailed

tours.

- Guided groups of up to 10 people on scheduled tours.
- Collaborated with other tour guides to provide comprehensive and enjoyable experience.

After-School Tutor | Independent - Lyon, France 10/2022 - CURRENT

- Motivated students towards learning and studying to build self-confidence and reduce fear of failure.
- Supported students with helpful study habits and exam strategies.
- Provided homework assistance using specific curriculum and materials.
- Developed methods to motivate and engage students in learning.

English Tutor | Independent - Lyon, France 10/2021 - CURRENT

- Improved students' written and verbal English skills through personalized learning programs.
- Collaborated with students to complete homework assignments, identify lagging skills, and correct weaknesses.
- Taught students study techniques and strategies for succeeding on grammar and composition tests.

Arabic Tutor | Independent - Lyon, France 10/2021 - CURRENT

- Facilitated small group and one-on-one tutoring sessions focusing on academic subject areas.
- Conducted review sessions to help students prepare for tests.
- Motivated students with accurate feedback and positive reinforcement.

French Tutor | E-Tandem Program - Lyon, France 10/2022 - 05/2023

- Structured French learning plans around individual assessments and proficiency.
- Led online language classes for advanced students from the University of Manchester, United Kingdom.
- Maintained detailed records of French tutoring sessions using progress reports and other relevant forms.

Community Service Volunteer | Visualize Club - Hammamet, Tunisia 09/2019 - 08/2021

- Assisted with special events and programs.
- Used strong interpersonal communication skills to convey information to others.
- Communicated with staff members to stay informed about volunteer opportunities and events.
- Managed cases of elderly clients receiving social or community service support.
- Helped create comprehensive program to meet special needs.
- Gained knowledge and experience working with children in educational setting.
- Collaborated with local organizations to provide food baskets to families in need.
- Established and maintained relationships with local organizations to coordinate volunteer efforts.

