

# SUMMER INTERSHIP

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### Personal Details

**First Name** : Khodor**Last Name** : Ghalayini**Nationality** : lebanese**Second Nationality (optional)** :**Age Range** : 20-23**Gender** : Male

### Address

#### Primary Address

**Address Line 1** : Master One Building- Itani Street- Koraytem - Beirut - Lebanon**Town / City:** \* : Beirut**Country** : Lebanon**Email Address** : kag04@mail.aub.edu**Unavailable interview dates** : 05/08/2014,05/12/2014,05/13/2014,05/14/2014,05/15/2014

### Career Choice

**Business unit** : Mashreq**Function choice** : Engineering & Manufacturing**Second Function Choice** : Logistics, Planning & Procurement

### Further Education

**University** : American University of Beirut**Faculty** : Engineering and Architecture**Major / Department** : Electrical and Computer Engineering**Graduation Year** : 2014**Degree/GPA** : 2.80/4.00

### Secondary Education

**School Name** : \*Raw dah High School**Dates From - To** : \* 09/12/2006 - 06/18/2008**High School Certificate** : \*Lebanese Baccalaureate in General Science

### Language Competency

#### English

**Comprehension** : Fluent**Speaking** : Fluent**Writing** : Fluent

## Arabic

Comprehension : Fluent

Speaking : Fluent

Writing : Fluent

## Work Experience

Please give details of any work you have undertaken, indicating whether full-time, part-time, vacation work or industrial training etc (most recent positions first).

Dates From - To : Oct 24– Jan 24, 2013

Employer : Bricks Real Estate Solutions • Position held: Sales Consultant Intern Assist and explain to costumers about the full building technical and financial specifications

Responsibilities : Mr. Firas Moussa

Dates From - To : Jun 19-Aug 21, 2013

Employer : Saudi Diyar Consulting • Position held: Electrical Design Intern ☐ Performed lighting design of a residential building ☐ Performed power design: ☐ Achieved Panel Schedule Calculations ☐ Designed Single Line Diagrams ☐ Cable Sizing and Routing ☐ Worked(Lighting Design) on two ongoing projects (Commandant and Staff College in Riyadh, & King Faisal Hospital in Jeddah ☐ Communicated Effectively with my supervisor and engineers from different departments to coordinate our work accordingly

Responsibilities : Mr. Tarif Oueini

Dates From - To : Mar 2012 - Present

Employer : American University of Beirut(AUB) Career and Placement Services(CPS) • Position held: Research Assistant ☐ Assisted in leading 2 AUB Annual Job Fairs and 1 October Special Employment Weeks ☐ Aided firms in the organization of their career events ☐ Held responsible for 33 ushers, trained and assigned tasks to them, and organized their schedule ☐ Communicated effectively with firm representatives, alumni, and students ☐ Trained and supervised all new CPS research assistants ☐ Resolved problems encountered by CPS research assistants ☐ Introduced new techniques to make our work faster and more efficient ☐ Edited the Career and Placement Website ☐ Processed, advertised, and posted job vacancies and career events

Responsibilities : Dr. Maryam Ghandour

## Interests Activities

We are interested in what you do / have done outside your academic work.

Please record your non-academic interests and activities stating whether at school, college, university or elsewhere. Record any positions of responsibility you have held in any aspect of your life. (300 word limit imposed) \*

Sesobel • Position held: Voluntary Work in association with Engineers Without Borders(EWB) ☐ Assisted in retrofitting of 950 lighting fixtures (TFL to LED) ☐ Assisted in the implementation of 14 solar water heating units

These questions tell us something about how you respond in challenging situations. Please answer them using examples from your experiences in academic, social or working life

1. Please tell us about experiences and people that have over time shaped your decision to consider a management career within Unilever and in your chosen function in particular. What efforts have you made to test out your choices?(300 word limit imposed) \*

Dr. Maryam Ghandour as well as Unilever representatives and the AUB Annual Job Fair encouraged me to apply for this position. The efforts made are my knowledge of what career path I want to choose and further enhancing my communication, leadership, critical thinking, and technical skills throughout the various internships done as well as my work with Dr. Maryam Ghandour at AUB

2. Using an example of a time when you were in a new environment and had to achieve a task, please describe a) how you established and used a network of contacts, and b) how you set about influencing people, to help you achieve your task. (500 word limit imposed) \*

During my internship at Saudi Diyar Consultants, and while doing the electrical design for the basement for King Faisal Hospital, I faced a problem regarding the height of the mechanical machines in the basement where the fixtures chosen do not fit in the provided space according to the Autocad map. So I had to go to the Mechanical Engineer and ask him about the exact height of the machines and chose my fixtures accordingly while meeting the standards regarding the required amount of illumination needed as well as the IP (Index of Protection) needed for the fixture. With good communication skills and delivering my restriction effectively with proofs on the Autocad map and on the Dilaux Model with the mechanical engineer, I was able to achieve my goal.

3. Tell us about an occasion when you have taken the initiative to learn and develop yourself in significantly new ways. Why did you want to do this, what did you do and what was the result?(300 word limit imposed) \*

Throughout my work at the Career and Placement Services at AUB, I came up with a macro to correct emails in the database so as to reduce the amount of mail delivery notifications arriving daily. I did this to ensure delivery of emails to firms as well as reduce work for my colleagues who screen emails because of the huge amount of mail delivery that used to come.

4. Tell us about a time when you saw the opportunity to really make a difference for the future of an activity, team or organization. What did you do, what obstacles did you overcome, and what happened as a result? (300 word limit imposed) \*

As done in Saudi Diyar Consultants I have done a feasibility study to reduce electrical costs in the firm. I done research on the subject and how it could be implemented efficiently and prepared a powerpoint presentation specifying the advantages and disadvantages, if any, with illustrative material and referenced proofs and presented it to whom it may concern. However, our time limitation and since the internship was over and we had to go back to Lebanon I was unable to present it to the Firm Owner, just presented it to the senior electrical engineer, and I gave him the presentation for him to deliver it to the Owner

5. Tell us about a time when you have had to analyse and understand a complex situation in order to make decisions and put a plan into action. What did you do and what was the outcome? (300 word limit imposed) \*

I have been given a case study to do today about a classical music radio station based in UK where they had to purchase a license from UAE to be able to play music on UAE Radio. The license is to be purchased based on an auction. Since no numbers were given I had to make some assumptions regarding the percentage of people who listen to classical music as well as calculate at a certain time how many users are listening so that to encourage advertising firms to put Ads and gain revenue and to calculate the total revenue that could be obtained from such a bid. And I was able to reach some numbers based on the assumptions done which were satisfactory.

## General

Please give details of any military service requirements, with reasons for any exemptions claimed. If you have completed your military service please state when. If you have answered Exempted above, please specify the reason you were exempted.

Exempted by law since it was cancelled

Do you have any health problems that could affect your future employment? If yes, please specify:

No

Do you have any relatives in Unilever NAME? If yes, please give details:

No

Is there anything that has not been covered that you would like to mention? Are there any personal considerations that may be relevant to your application?

Basically no

Have you applied to Unilever before? If yes, what did you apply for:

No

Have you attended a Summer Internship in Unilever before? If yes, please provide details:

Year : N/A

Line Manager Name : N/A

Have you attended/participated in any event/activation held by Unilever in the last year (e.g. Lecture, workshop, competition)? If yes, please provide details

Event Name/Type : N/A

Date: (MM/YY) :

Event Name/Type : Internship

Date: (MM/YY) : 06/14

Event Name/Type : Internship

Date: (MM/YY) : 10/13

Have you attended/participated in any activity held by other companies in the last year (e.g. internship, competition, workshop etc)? If yes, please specify

Company Name : none

Event Name/Type : N/A

Date: (MM/YY) :

Company Name : Saudi Diyar Consultants

Event Name/Type : Internship

Date: (MM/YY) : 06/14

Company Name : Bricks Real Estate Solutions

Event Name/Type : Internship

Date: (MM/YY) : 10/13