

NEHAL MOHAMMED RAFAAT

Address: 6 El Gamaa St., El Zeitoun, Cairo, Egypt ♦ Cell: (+2) 01098985592 ♦ E-mail: nehalaly@sabanciuniv.edu

EDUCATION

Sabanci University, Turkey
Master's Degree in Public Policy

Date of Graduation: Jan 2014
Overall GPA: 3.37/4.0

The American University in Cairo, Egypt
Bachelor of Arts in Economics
Minor in Business Administration

Date of Graduation: June 2012
Overall GPA 3.47/4.0

WORK EXPERIENCE

Asmae – Association Soeur Emmanuelle Cairo, Egypt Jan. 2018 - Current
Project Officer

- Ensure the quality and timely operational management of Asmae projects
- Help strengthen the management, monitoring, and evaluation capacities of Asmae projects
- Ensure the proper documentation and reporting of Asmae projects
- Organize and facilitate joint meetings with the partners
- Contribute to the financial management of Asmae projects
- Review the content and translation of Asmae publications

Egyptian Center for Women's Rights (ECWR) Cairo, Egypt Sept. 2014 – Dec. 2017
Monitoring & Evaluation Specialist

- Monitored and followed up on the implementation of ECWR programs/projects implemented across 27 governorates including Women's Voices Program¹
- Followed up on the financial reporting of Women's Voices Program
- Developed Programs/projects concept notes and proposals
- Developed results-based evaluation frameworks for ECWR programs/projects
- Conducted baseline research serving ECWR programs/projects
- Reported the progress of ECWR programs/projects through periodic interim reports and final reports
- Review the content and translation of ECWR publications including press releases and newsletters
- Develop and maintain partnerships with local NGOs, governmental entities, and international organizations

Women in International Security (WIIS) Washington, U.S.A Oct. –Nov. 2015
Program Associate

- Developed raising-awareness advocacy tools to address political participation in Egypt
- Contributed to WIIS blog
- Represented WIIS in international conferences, seminars, and networking events

Permanent Peace Movement (PPM) Beirut, Lebanon Feb. – Aug. 2014
Project Consultant

¹ Women's Voices is the largest currently implemented project by ECWR. Through the support of UN Women, the project aims at building the capacities of young female activists all over Egypt to participate effectively in the upcoming local councils elections. For more information about the project, kindly check <http://ecwronline.org/womenvoices/>

- Assisted in organizing conferences and events promoting peace and coexistence in Lebanon
- Facilitated trainings and workshops organized by PPM
- Translated reports, meetings agendas, and research papers from Arabic to English and vice versa

Istanbul Policy Center (IPC) Istanbul, Turkey
Research Assistant

Sept. – Dec. 2013

- Conducted literature review about Alternative Dispute Resolution Techniques
- Produced weekly press reports covering the MENA region
- Helped with building partnerships with universities and NGOs all over MENA region
- Organized lectures and conferences held by the center

SUMMER INTERNSHIPS

The American Embassy Cairo, Egypt
Department of Commerce Services

Jan. - June 2012

- Constructing weekly reports about the most recent changes in the Egyptian economy.
- Handling investigations about any Egyptian company before it starts any business with an American company
- Handling the registration, Visa issues, and reservations for Egyptian delegates to attend U.S conferences

General Motors (GM) Cairo, Egypt
Finance Department, General Accounting Section

August 2010

- Organized and posted the financial data of one of the companies' projects
- Inspected the difference of bank balances in the company's bank statements
- Compared bank balances by the bank to the company's own records

ACTIVITIES

Volunteers In Action AUC, Cairo, Egypt
President

Fall 2010-Spring 2011

- Managed 10 committee heads and 105 active members
- Led the packing of 6300 food packs and distributed them in the holy month of Ramdan
- Distributed 1300 piece of outfits to orphanages
- Organized two fun days for almost 400 orphans
- Organized a group wedding for 7 orphan couples
- Launched the first website for VIA
- Raised over 500,000 L.E for VIA events

Student Union AUC, Cairo, Egypt
Member, Awareness & Development Committee

Fall 2008

- Distributed flyers and brochures and provided word of mouth for the Activities Awareness Week campaign.
- Organized on demand trainings for the Student Union members
- Organized the Leaders Development Program (combined project between the Student Union and Vodafone).
- Lead a fundraising committee for "Similar We Are" campaign that aimed to fight zealousness among the AUC body

HOBBIES LANGUAGE & COMPUTER SKILLS

- Reading and dancing
- Fluent in written and spoken Arabic and English – French Beginner
- Proficient user of MS word, MS power point, MS access and MS excel.

REFERENCES FURNISHED UPON REQUEST