

MAYA KHALIL

Tripoli, Lebanon | mayakhalil.leb@gmail.com | +9613412263 | <https://www.linkedin.com/in/maya-khalil-996a32219>

Highly motivated, experienced and creative professor of the Arabic language, aiming to pursue a career in teaching as a foreign language as well as academia, with a keen interest in culture and current affairs. A proven record of leadership with excellent communication skills and proficiency in 3 languages.

EDUCATION

2018 – 2021 **SAINT JOSEPH UNIVERSITY (USJ), First Class Honours (Tripoli, Lebanon)**

PhD Arabic Literature

- Thesis: 'The dilemma of the fictional character in the labyrinths of Burhan Shawi, (Adam's Labyrinth, Eve's Labyrinth, Cain's Labyrinth, and Ghosts' Labyrinth Models)
- مأزقية الشخصيّة الروائيّة في متاهات برهان شواوي (متاهة آدم ومتاهة حواء ومتاهة قابيل ومتاهة الأشباح نماذج)
- Languages and Arabic literature / Literary text analysis - The issue of literary competence – Specific research methodology - General Research Methodology 1 - General Research Methodology 2

2016 – 2017 JINAN UNIVERSITY, First Class Honours (Tripoli, Lebanon)

MA Arabic Literature

- Thesis: "Morphological, grammatical, linguistic, and rhetorical issues in the book "The Jurisprudence of Language and the Secret of Arabic" by Abu Mansour Al-Thaalbi".
- المسائل الصرفية والنحوية واللغوية والبلاغية في كتاب "فقه اللغة وسر العربية" لأبي منصور الثعالبي
- Languages and Arabic literature / language issues - translation and localization - grammatical issues - Research Methodology

2014 – 2015 **LEBANESE UNIVERSITY, Upper Second Class Honours (Tripoli, Lebanon)**

BA Arabic Literature

- Languages and Arabic literature / Arab Civilization 1-2-3 - Grammar - Rhetorical Sciences - Persian language – Linguistics – phonetics - Dictionaries and encyclopedias - work psychology - literature and arts - Manuscript investigation - Research Methodology – prosody – religions - The literature of the Abbasid era - Andalusian literature - general sociology - Literature of the Renaissance and Diaspora - Dialogue of Civilizations - Dramatic literature..

LANGUAGES

Native: Arabic
Fluent: (CIEP B2): French; English

WORK EXPERIENCE

May 2021 –Present Arabic Teacher – Self-employed, Tripoli, Lebanon

- Teaching Arabic as a foreign language to students of a wide range of levels, ages and nationalities.
- Responsible for the production of original course material in both Fusha and Levantine Arabic.
- Design and preparation of weekly lectures and tutorials for all levels (from beginner to advanced levels).
- Writing required exam papers.
- Communication with students outside class and provision of weekly office hours during term time.
- Completion of class registers and student records.

March 2023 – May 2023 Arabic Teacher – University of Tripoli UT, Tripoli, Lebanon

3 months Arabic course for non Arab

Jan. 2018- May. 2021 Academic Coordinator and Professor - Levantine Institute of Tripoli, Lebanon & Marseille, France

- Academic coordination and management of more than 500 students.
- Responsible for coordinating academic programmes
- Responsible for teaching Fusha and Levantine Arabic from beginner to advanced levels.
- Writing required exam papers.
- Attendance at departmental meetings, exam scrutiny meetings and exam boards as required.
- Communication with students outside class and provision of weekly office hours during term time.
- Completion of class registers and student records.
- design and develop lessons.

Jan. 2016 – Dec. 2018 Arabic Professor – Sidon Universal College, Lebanon

- Taught Arabic for different Specialties (Nursing - Business Administration – Dentistry..)
- Attendance at departmental meetings, exam scrutiny meetings and exam boards as required
- Communication with students outside class and provision of weekly office hours during term time
- Writing required exam papers.

Jan. 2016- Dec. 2018 Arabic Professor - LAS Institute, Lebanon

- Taught Arabic for different Specialties (Nursing - Business Administration – Dentistry..)
- Attendance at departmental meetings, exam scrutiny meetings and exam boards as required
- Communication with students outside class and provision of weekly office hours during term time
- Writing required exam papers.

Researches:

- Online teaching, Al-Manafez magazine.
- Wartime figures, Al-Manafez magazine.

PROJECTS

2022 - 2020 FliptheCoin - Prague, Czech Republic

- Participation on the inter-cultural platform between the the Occident and the Orient