



## Abir EL Telyani

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<b>Educational Qualifications</b>	<p><b>PHD in Business Management</b> Girne American University, North Cyprus (2018 - 2022)</p> <p><b>Master in Business Management</b> Lebanese University, Lebanon (2016 - 2018)</p> <p><b>Bachelor in Nutrition and Dietetics</b> American University of Beirut, Lebanon (2001 - 2005)</p>
<b>Internship</b>	<p><b>(Jan 2006-Sept 2006) – Notre Dame Du Lebanon – Training</b></p> <ul style="list-style-type: none"><li>• Served as a source of reliable nutrition information for the community and staff.</li><li>• Conducted patient visitation for purpose of screening for nutrition concerns.</li><li>• Served as relief for clinical duties and responsibilities and supervises.</li><li>• Remained well informed on subjects affecting health care field.</li><li>• Developed and implemented new nutrition related programs.</li><li>• Maintained strict confidentiality regarding knowledge of all patient information.</li><li>• Provided kidney, diabetic, hypertension patients with the appropriate diet.</li><li>• Worked in all different health units in the hospital</li><li>• Prepared and trained hospital staff on proper safety practices.</li><li>• Worked on accreditation file of the hospital.</li></ul>
<b>Clinical Experience (including training)</b>	<p><b>Abir Diet Clinic , Lebanon</b> Registered dietitian (2006 – 2023)</p> <ul style="list-style-type: none"><li>• Conducted comprehensive nutritional assessment, education, and management to patients/clients referred by physicians and/or multidiscipline care team.</li><li>• Provided instruction to clients in the use of modified diets as it relates to health</li></ul>

promotion and chronic conditions.

- Coordinated, implemented, and evaluated nutritional education using National standards and guidelines
- Developed and delivered educational programs and appropriate teaching tools for various ethnic and cultural groups to support understanding of nutrition.
- Provided outpatient and community based education and counseling to patients and families, individual or group, in accordance with established educational plans.
- Prepared nutrition related presentations and presented them to various audiences.
- Maintained timely and completed documentation of all care management encounters.
- Guaranteed appropriate management of Nutrition needs of the patients.
- Ensured the appropriate dietary management for all patients.
- Followed up and continuous education for patients nurses and Doctors.
- Spread community awareness regarding the importance of healthy diet and life style through TV, gathering and social Media.
- Ensured appropriate diet and healthy eating for Childs and other patients such as CVD, renal, hypertension, diabetics.
- Promoted urgent response actions for risk reduction concerns
- Ensured connections with other divisions, especially nutrition, hospitals, and universities.
- Acted as focal point for inquiries on the Nutrition Sector's response plans and operations.

### **Research Studies, Cyprus**

Research studies Lab (Part time)  
(2018 – 2022)

- Gender studies
- Feminine research **versus** masculine research
- Women empowerment studies
- Women rights in different countries
- Developed a schedule
- Maintained a schedule
- Monitored the project progress
- Managed reports and necessary documentation

### **Telyani Company, Lebanon**

Project Manager Professional (Part time)  
(2018 – 2022)

- Planned instrumental activity and resource planning.
- Organized and motivated a project team.
- Controlled time management
- Defined activity
- Sequenced activity
- Estimated the duration of activity
- Developed a schedule
- Maintained a schedule
- Ensured customer satisfaction
- Analyzed and managed project risk
- Monitored the project progress
- Managed reports and necessary documentation

**Hrawai Hospital , Lebanon**

Head of Nutrition Department

(2010 – 2016)

- Coordinated all dietary activities in the facility, acting through the food service supervisors and dietary technicians.
- Identified nutrition problems and assessed the nutritional status.
- Developed diet plans and counseled patients.
- Assessed, promoted, protected, and enhanced the health.
- Managed a cost effective food production operation, distributing high quality meals/snacks.
- Monitored sanitation and safety standards in a food service setting.
- Operated private consulting practices to provide expertise in nutrition.
- Worked with individuals, groups, workplaces and media to provide dietary advice for healthy living.
- Worked with food and pharmaceutical companies to provide research, develop products, educate consumers, and promote and market better food and nutritional products in a business setting.
- Supervised the development of specialized diets using appropriate dietary modifications where necessary; supervises menu planning for special functions.
- Surveyed food preparation and distribution for safe practices ensuring variety, adequate seasoning, visual appeal, proper temperature, and appropriate portion sizes.
- Counseled patients, families, and staff about requirements; handled complaints and resolves problems.
- Cooperated with the purchasing department to provide high-quality food at the most economical price.
- Worked with the food committee to receive constructive ideas and suggestions and to provide education to patients and their families.
- Developed patient care plans on behalf of the dietary department; attended care-planning conferences and interdisciplinary meetings.
- Planed and presented monthly in-service programs for dietary staff; conducted training sessions for other departments.

**Rayak Hospital, Lebanon**

Head of nutrition department

(2009 – 2010)

- Created healthy and nutritious diets for different patients and according to their health condition such as renal, diabetic, hypertension, cardiovascular....
- Advised eating healthy food.
- Monitored eating habits and diets of individual, family members or both
- Created diet charts for those who are suffering major health issues.
- Researched on various topics of health recovery and progress.
- Created a new age diet for people who are young or becoming health conscious.
- Guided old-aged or senior citizens to make changes in their eating habits.
- Advised parents and their children in their daily diet and food they consume.
- Creating restrictions for people who are indulging in junk foods
- Analyzed changes in health patterns after recommending changes in diets.
- Kept lines of communication open between Medical Staff and Dietary Department.
- Interpreted physician diet orders and modifies diet according to diet patterns.

	<ul style="list-style-type: none"> <li>• Interviewed patients assigned and documented pertinent information.</li> <li>• Instructed patients in diet principles and restrictions per physician diet order.</li> <li>• Provided substitutions if patient is unable to eat the meal provided.</li> <li>• Planned between-meal nourishments for patients as necessary.</li> <li>• Related information on assigned patients to food production staff and Diet Aide.</li> <li>• Completed daily calorie counts when ordered or initiated</li> <li>• Evaluated appropriateness of diet order for diagnosis and recommends diet order.</li> </ul>
<b>License</b>	<b>Registered Dietitian</b> Dietitian, 17 years
<b>SSCI Journals</b>	<b>Published articles:</b> <ol style="list-style-type: none"> <li>1. <a href="https://journals.sagepub.com/doi/full/10.1177/21582440211067244">https://journals.sagepub.com/doi/full/10.1177/21582440211067244</a></li> <li>2. <a href="https://www.frontiersin.org/articles/10.3389/fpsyg.2021.765180/full?utm_source=Email%20to%20authors&amp;utm_medium=Email&amp;utm_content=T1_11.5e1_author&amp;utm_campaign=Email_publication&amp;field=&amp;journalName=Frontiers%20in%20Psychology&amp;id=765180">https://www.frontiersin.org/articles/10.3389/fpsyg.2021.765180/full?utm_source=Email to authors &amp;utm_medium=Email&amp;utm_content=T1_11.5e1_author&amp;utm_campaign=Email_publication&amp;field=&amp;journalName=Frontiers in Psychology&amp;id=765180</a></li> <li>3. <u>Book Chapter : A Psychological Analysis of Education Sector," IntechOpen" New Insights Into Emotional Intelligence</u></li> </ol>
<b>Skills</b>	<b>Competences:</b> <b>Languages:</b> Fluent in English, Arabic <b>Computer Skills</b> Word, Excel, PowerPoint, Access, Internet use, SPSS <b>Skills and competences:</b> Researching, Investigating, Examining, Educating, Working, Counseling, Accrediting and Supporting <b>Soft Skills:</b> Leadership, Communication, Team-Building, Organizational, Management, Public Speaking, etc...