

PROFESSIONAL RESUME

# Bushra Tleis

## ONLINE ARABIC TUTOR & ENGLISH LANGUAGE EDUCATOR

Educator and online tutor supporting children, adults, and non-native speakers in Arabic and English learning contexts. Experienced in Modern Standard Arabic, Lebanese dialect tutoring, personalized study planning, learner feedback, and interactive online teaching. Combines structured pedagogy, multimedia activities, and AI-integrated leadership training to help learners build confidence, language skills, and consistent study habits.

### CONTACT

Baalbek, Lebanon  
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### LANGUAGES

Arabic Native / Fluent

English Advanced

Spanish Beginner

### SKILLS

Arabic tutoring • Online tutoring • Lesson planning • Feedback • Study support • Classroom management • Multimedia activities • Special-needs-aware support

### EXPERIENCE

#### Online Arabic Tutor for Non-Native Speakers

Since 2021

Preply | Baalbek, Lebanon

- Teaches Modern Standard Arabic to children and Lebanese dialect to adults and non-native speakers.
- Creates personalized lesson plans based on learner age, level, goals, pace, and language background.
- Uses games, songs, videos, challenges, and multimedia tasks to increase participation and retention.

#### Private Online Tutor

Since 2017

Self-employed | Baalbek, Lebanon

- Delivers tailored tutoring sessions for learners who need academic support, structure, and confidence-building.
- Designs study plans, tracks learner progress, and provides continuous feedback to families or adult learners.
- Adapts instruction for different learning styles, attention spans, and learner needs.

### EDUCATION & TRAINING

#### Level 5 Diploma in Teaching English as a Foreign Language - 168 Hours

2026

TEFL Academy | Remote

#### AI-Integrated Leadership Program (AILP)

2026

Aspire Institute | Online

#### Diploma in Teaching Skills for Educators in AI and Tutoring

November 2025

Alison | Remote

#### Bachelor of Science in Forensic Science

June 2021

American University of Science | Zahle, Lebanon

### CERTIFICATIONS

- AI-Integrated Leadership Program (AILP) - Aspire Institute - 2026
- Level 5 TEFL Diploma - 168 Hours - TEFL Academy - 2026
- Diploma in Teaching Skills for Educators in AI and Tutoring - Alison - November 2025
- McKinsey Accelerate Program - March 2024
- PMP Training Completion - March 2024
- Aspire Leaders Program Certificate - January to March 2024
- Preply Online Teaching Certificate - January 2024

### VOLUNTEERING

**Lebanese Red Cross, Baalbek Branch** - First Aid Volunteer, 2 years.

**LOST, Baalbek** - Leadership & Community Engagement Volunteer, 3 years.