Nora Birafane

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EDUCATION

McGill University – Faculty of Arts, Montreal, Quebec 2026 – 2030
Bachelor of Arts, Economics and Finance

Plano Senior High School, Plano, Texas Aug. 2024 – May 2026
High School Diploma | GPA: 4.4 | AP Scholar with Distinction | 2x Superintendent's Scholar

WORK EXPERIENCE

McGill University – Arts Multimedia Language Facility, Montreal, Quebec 2026 – Present
IT Lab Assistant
- Monitor language-lab usage and enforce operating policies, creating an organized and reliable environment for instructors and students.
- Resolve technical questions across myCourses, Microsoft Windows, Audacity, educational software, and lab equipment to restore user access.
- Maintain lab operations by compiling usage statistics, completing data entry, and coordinating related technical and office duties.

Brandy Melville, Plano, Texas 2025 – 2026
Key Holder and Sales Associate
- Directed opening and closing operations while processing 8–9 shipment boxes daily and executing corporate floor sets twice weekly.

Greenova, Plano, Texas 2025 – 2026
Shift Lead
- Launched the Earl Grey Matcha from concept to customer offering, generating $1,200 in revenue.
- Managed social media content three times weekly while directing opening, closing, food preparation, and service procedures.

Hollister Co., Plano, Texas 2023 – 2025
Lead Representative and Sales Associate
- Trained 12 employees on customer service and company procedures, earning Employee of the Year recognition in 2024.
- Increased loyalty-program participation by 93% through clear communication of program benefits and tailored customer interactions.

Guidepost Montessori, Plano, Texas 2022 – 2025
Teacher Assistant
- Designed 32+ lesson plans for a classroom of 12 children and coordinated five school events to support learning and family engagement.

EXTRACURRICULAR AND LEADERSHIP EXPERIENCE

Collin County Teen Court, Plano, Texas 2025 – Present
Teen Juror
- Evaluate juvenile misdemeanor cases with panels of 6–12 peer jurors, applying impartial reasoning and respectful communication.

Depop, Self-Employed 2022 – Present
Reseller
- Generated $1,112 in revenue by creating 232 product listings and reselling 73+ secondhand items through data-informed pricing and promotion.

Nightingale Advocacy, Plano, Texas 2025 – 2026
Vice President
- Advanced healthcare-access advocacy by contacting state representatives and supporting a fundraising campaign that raised $23,000.

Plano Senior High School Student Council, Plano, Texas 2024 – 2026
Treasurer and School Enhancement Committee Executive
- Led 45 students in delivering 29+ campus events, partnered with 6+ organizations, and raised more than $4,000.
- Built an Excel budget tracker, reconciled income with the finance clerk, and financed 30+ events while maintaining accurate records.

Student Council Weekly Announcements, Plano, Texas 2024 – 2026
News Reporter
- Produced weekly campus news videos with student organizations, delivering timely and engaging updates to the school community.
- Interviewed students and teachers for on-camera stories, translating varied perspectives into concise, audience-focused reporting.

DECA, Plano, Texas 2024 – 2025
Team Lead and Hospitality and Tourism Competitor
- Led and oversaw a four-person team through case practice three times weekly, developing hospitality and tourism business plans while strengthening structured problem-solving and presentation skills.

SKILLS AND INTERESTS

Languages: English, Arabic, Amazigh
Skills: myCourses, Microsoft Windows, Audacity, Excel, Word, PowerPoint, video production
Interests: Distance running (32nd-place BMW Dallas Marathon finisher); cooking 100+ Moroccan and Italian dishes; music curation (11+ playlists); live music (7+ concerts annually)