Rania Mukhtar Sandouk

Adress Damascus, Syria

Birth 1980
Email rania.sandouk2006@gmail.com

Phone Number +963 943 539843

Professional Summary

Electrical and Electronics Engineer with over 10 years of academic and laboratory experience in electronics, telecommunications, and computer engineering. Skilled in laboratory development, electronic circuit simulation, microcontroller programming, and IT training. Recognized for excellence in academic contribution, student mentorship, and participation in national robotics and engineering competitions.

Education

- **Master in Electronic Business Administration (E-B MBA)** – Arab Academy for E-Business (2019–2021)
- **Bachelor in Electrical Engineering (Electronics Specialization)** – University of Damascus (1998–2004)

Certifications & Training

- **ICDL v6** – 2021
- **Camtasia Program Training** – 2017
- **Neuro-Linguistic Programming (NLP)** – 2012–2014
- **Certificate of Excellence** – University Robot SUMO, ARC6 Syria, SPU (2020)
- **Certificates of Appreciation** – FMEE Exhibition, University of Damascus (2018–2021)
- **Recognition for Lab Development** – Electronic Measurements and Signal Processing Lab, University of Damascus (2016)

Technical Skills

- **Software & Tools:** Microsoft Office (Word, Excel, PowerPoint), MATLAB (Signal Processing), MultiSIM, Proteus, Cisco Packet Tracer, Camtasia
- **Hardware & Electronics:** Microcontroller programming (Arduino IDE), Digital/Analog Circuit Simulation, Embedded Systems, Signal Processing
- **Networking:** Computer Networks, Protocols, Cisco Packet Tracer Simulation
- **Languages:** Arabic (Native), English (Intermediate)

Professional Experience

Syrian Private University (SPU)

Lecturer & Lab Instructor (2019–present)

- Supervised computer skills, logic circuits, electronic circuits, and communication labs.
- Conducted hands-on training in microcontrollers, embedded systems, and assembly language.
- Taught network management and communication protocols using Cisco Packet Tracer.
- Developed structured lab curricula to improve student technical engagement.

University of Damascus – Faculty of Mechanical & Electrical Engineering

Academic & Lab Instructor (2013–2021)

- Conducted advanced labs in electronic measurements, digital communications, and signal processing.
- Supported postgraduate students in **Data Acquisition Systems** and advanced measurement courses.
- Developed the **Electronic Measurements and Signal Processing Laboratory** (2016).
- Participated in robotics training and mentorship (University Robot SUMO Competition, 2020).

University of Damascus – Technical Institute of Mechanical & Electrical Engineering

Lab Instructor (2013–2016)

- Managed labs for electronic circuits, communication systems, and quality control.
- Designed practical training modules in medical electronics, telecommunications, and electrical measurements.
- Collaborated in organizing exhibitions (FMEE 2018–2021).

Awards & Recognition

- **Certificate of Excellence (2020)** – University Robot SUMO, ARC6 Syria Robotics Championship
- **Certificates of Appreciation (2018–2021)** – FMEE Exhibition, University of Damascus
- **Recognition Award (2016)** – Development of Electronic Measurements and Signal Processing Lab

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References

Available upon request.