

Joëlle Azar

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Date of Birth: October 1st, 1995
Place of Birth: Aintoura, Lebanon
Citizenship: Lebanese
Marital Status: Single

Objective:

Seeking a challenging position in a progressive organization that offers opportunities for advancement and where my skills can be employed and developed.

Education:

October 2014- Present	Bachelor in Events Management Arts, Sciences, and Technology University in Lebanon (AUL) Dekwenh, Lebanon
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Experience:

November 2018- Present	Creative Entertainment Manager Steps WE Entertainment, Jdeideh, Lebanon <ul style="list-style-type: none">• Researching new ideas and concepts based on clients' needs.• Managing entertainers, artists and performances.• Create and Execute shows, costumed characters and performances.• Knowledge and Understanding of textiles and costumes design and manufacturing.
May 2018- November 2018	Assistant General Manager Artists and More Entertainment, Antelias, Lebanon <ul style="list-style-type: none">• Prepare PowerPoint presentations that follow up to new concepts and approvals by the clients.• Serve as director on duty when required, handling multiple projects from entry level to mega huge events.• Budgeting, Scheduling, Artistes bookings• Participate in staff meetings, take lead for specific meetings if requires.• Working technical knowledge of live entertainment.
December 2016- May 2018	Jewellery Consultant Himo Jewelry, Le Mall, Dbayeh <ul style="list-style-type: none">• Engaged with customers in a sincere and friendly manner
October 2016 – Present	Freelance Events/Weddings Coordinator
October 2015- November 2016	Salesperson Tabet Group; Eleven Paris, Downtown; Lebanon <ul style="list-style-type: none">• Develop and maintain a customer database

- Report on sales activities and follow up for management

September 2014-
September 2015

Waitress, cashier
Café Richy, Hazmieh; Lebanon

- Process cash and credit payments rapidly and accurately

Computer Skills:

Excellent with windows packages: Word, Excel, and PowerPoint

Language Skills:

	Speaking	Writing	Reading
Arabic (Native)	Excellent	Good	Excellent
English	Excellent	Excellent	Excellent
French	Excellent	Excellent	Excellent

Personal Data:

Member of Committee in “Jesus ma Joie” Community

References:

Available upon request