

Jamila Azar

Freelance Graphic Designer & MBA Student

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Biaqout, Metn. LB

PROFILE

A creative mind with strong skills in research, communication, public relations, negotiation, Customer service, administration and team/project management with a Bachelor in Information Science.

A professional Graphic Designer skilled in Adobe systems and an expert in social media, Expert in visual communication with a minor focused in Digital Graphic design.

Currently completing an MBA in Design Management from AUST.

I define myself as a self-motivated, fast learner, ambitious, and adaptable person, always seeking to learn new skills.

SKILLS

Adobe (Ai, Id, Ps, Ae, Lr)

Microsoft Office

Social Media, Content Creation

LANGUAGES



PASSIONS



Travel



Reading



Photography



Music



Snowboarding



Red Cross

CERTIFICATES

Digital Marketing & Social Media
The CPD Standards office.

Design Thinking & Design MGT
Politecnico di Milano

instagram.com/jamie.azarr

linkedin.com/jamieazar

EDUCATION

AUST, 2016 - present

MBA in Management

AUST, 2016 - 2018

Minor in Digital Graphic Design

Lebanese University, Faculty of journalism, 2010 - 2013

Bachelor of science, Information Science

Collège Saint Joseph, 2009 - 2010

Baccalaureate, Social Sciences & Economics

WORK EXPERIENCE

PBM Real Estate (February 2019 - present)

- Communication Officer & Graphic Design

Set a communication plan, Work on monitoring & evaluation, Design & develop marketing materials (offline: physical branding, printed materials, Billboards etc. & online), Liaised with copy centers, clients, developers, & embassies, Develop & implement strategies for social media platforms
• Update the company website, social media tools, and other portals

Freelance, (June 2018 - present)

- Graphic Design & Social Media Marketing Specialist

Developing graphics, Creating Visual concepts, Create social media content, managing social media accounts, online boosting, Managing posts, Designing logos, reviewing designs.

BrightenAds, (February 2018 - May 2018)

- Graphic Design & Social Media Marketing Specialist

Creating Visual concepts, Developing graphics, Create social media content, managing social media accounts, Creating campaigns and online boosting, managing posts with Graphic Designers, Designing logos, reviewing designs.

AUST, Business Department, (Nov 2016 - June 2017)

- Research Assistant

Finance & Accounting course preparation, Proctoring, Grading, and business material research, doing paperwork, updating databases, verifying data, and performing quality control.

World Vision, (July 2013 - Sep 2016)

- System Operator & Field Coordinator

Data Quality Control, Data entry, Translation, Photo editing, Monitoring, Real-time engagement, Update archive system & Online data system, Generate reports, Field visits, and follow up on the department's business process.

Arab Ressource Collective, (May 2013 - July 2013)

- Field Coordinator, & Documentation

Awareness Session preparation, documentation, monitoring and generating daily reports.

OTV, (Sep 2012 - Nov 2012)

- Documentation Internship

Documentation of news, Quality Control and filing audio & visual resources following Dewey filing system.

TRAININGS

Lebanese Red Cross

Emergency Medical Technician, First Aid, First Respondent

World Vision

Communication Skills Workshop, Negotiation Skills, Facilitation Skills, IT workshop, Computer & Online Security, Child Protection, Parental Skills

UNHCR

Concepts of sexual & reproductive health & rights, Child marriage and working adolescents, Child rights.