

Hana Haidar Boukhdoud

Location: Beirut, Lebanon • **Nationality:** Lebanese • **Tel:** +961 7197 8606 • **Email:** hanaboukdoud15@hotmail.com

PERSONAL STATEMENT

As a graduate from The American University of Science & Technology (AUST) with a Bachelor of Arts in Advertising degree. I have undertaken an internship at Memac Ogilvy in the creative department. With a 3 years' experience in retail, 1 year at a clothes store in ABC Achrafieh, and then 2 years as a sales associate at Victoria's Secret also in ABC Achrafieh. These placements have enabled me to develop not only my communication skills but also to work under pressure.

I worked as a teacher for the Syrian Refugees with a non-governmental organization called AVSI in collaboration with UNISEF. Currently I am living in Nabatieh and working as an Art Director and Media Planner at small company called Sky Media in Nabatieh.

EDUCATION AND LANGUAGE PROFICIENCY

2013 - 2016 **The American University of Science & Technology (AUST)** – Bachelor of Arts in Advertising

2019 **Middle East Training Center (METC)** – Digital Marketing Course (Marketing & Advertising Strategies)

Languages: Arabic – Native
 English - Fluent

WORK EXPERIENCE - SELECTED RESPONSIBILITIES & ACHIEVEMENTS

Jan 2018 – Ongoing **Social Media Manager at Sky Media- Nabatieh, Lebanon**

- Responsible for the advertising part and ideas.
- Responsible for the media planning part.
- Responsible for the art director part.
- Responsible for helping the graphic designers.
- Responsible for the Social Media
- Responsible for managing the social media platforms for our clients.
- Responsible for all kind of communications with the clients.
- Responsible for Digital Marketing
- Responsible for attending meetings with the clients.

Jul 2017 – Dec 2017 **Teacher for Syrian Refugees at AVSI in collaboration with UNISEF – Beirut, Lebanon**

- Responsible for teaching Syrian Refugees aged between 3 to 5 years old.
- Responsible for teaching English language to Syrian mother's in order to be able to help their children at home.

Apr 2017 – May 2017 **Art Director and Graphic Design Intern at Memac Ogilvy – Beirut, Lebanon**

- Responsible for helping the creative team in the company with ideas and design, in order to learn more about all the details in the field.

Mar 2014 – Mar 2016 **Sales Manager at Victoria's Secrets – Beirut, Lebanon**

- Responsible for sales at Victoria's Secret (Pink Section)
- Responsible for achieving the target of the store.
- Responsible for doing the best customer service.
- Responsible for being always available on the shop floor for the customers.
- Responsible for the cleanliness and the display of the brand.
- Responsible for the knowledge of the brand products.

Feb 2013 – Feb 2014 **Sales Associate at Passport Women's Clothing – Beirut, Lebanon**

- Responsible for the opening/ closing of the store.
- Responsible for the money and cash of the store.
- Responsible for the visual display of the store.
- Responsible for the sales achievements.
- Responsible for the customer service.

HOBBIES AND INTERESTS

Photoshop, Illustrator, InDesign, Muse, After Effect, Adobe Animate, Acid, Power Point, Excel

- Sports (basketball, gym workouts, swimming...)
- photography
- Arts (Illustrator and Photoshop, web designing)
- Music
- reading

References available on request