Maria Akiki

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Education

▶ Jan 2016-Present Notre Dame University - NDU Lebanon
▶ BBA- Marketing
▶ Sept 2014-July 2015 Notre Dame de Louaize – NDL Lebanon
▶ Lebanese Baccalaureate- Economics and social Science

Experience

Jan 2014 – Present **Diffa Agency**

Lebanon

- Team Leader:
 - ➤ Host events, conferences, weddings
 - > Promote several products and services
 - Lead and supervise different groups of people ranged between 10 to 20 hostesses
 - Meet and organize with the client, before the events
 - ➤ Interact directly with the client
 - > Organize and manage the work of the team
 - > Solve problems, using the optimal solution, during the event

June-Aug 2018 Mediapak Agency- Member of Indevco group Lebanon

- Internship:
 - > Perform valid and reliable market research
 - ➤ Use online market research and catalogue findings to databases
 - ➤ Provide competitive analysis on various companies' market offerings, identify market trends, pricing/business models, sales and methods of operation

Jan-Feb 2019 **Publiscreen Online Agency (PSO)** Lebanon

- Internship:
 - > Research for media planning
 - > Training on media buying essentials
 - > Training on campaign execution & optimization

Feb 2019 – Present **Publiscreen Online Agency** Lebanon

- Part timer:
 - ➤ Marketing Executive (Part timer)
 - ➤ Maximize profits through developing sales strategies that match customer **requirements** and by promoting service
 - ➤ Assisting in managing social media campaigns.

Workshops & Seminars

The Agenda

Events planning workshop

Dec 2016

- Learned how to plan and execute different types of events
- > Enhanced my negotiation skills
- ➤ Planed a workable budget

Digital marketing workshop

Oct 2017

- > Used digital technologies as a mean of marketing a product/service
- ➤ Acquired the required knowledge to develop and manage marketing campaigns, that promote a company and its product or services

International communication seminars

Feb 2017

- > Improved my communication skills
- > Learned some common communication skills that applies internationally

Additional Skills

Languages: Fluent in Arabic, English and French Computer Skills: Microsoft Excel, Word, PowerPoint

Hobbies

- Modeling : Member of Promote Yourself Agency
- Dance and sports
- Former Scout NDL