



Personal Information:

Name: Hillary Abou Zeid

Date of birth: 23/7/1996

Marital status: single (female)

Address: Aramoun, Mount Lebanon

Telephone: 78- 806 485

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Objective:

To work in a firm in which I will get to reveal my skills, gain new ones and help in the development of the company towards a good shining future.

Education:

- **Education:**
 - 2017-2019: Master Degree at Lebanese University.
 - 2015-2017: Lebanese University, Faculty of Economics and Business Administration, branch 1, Hadath, Human Resources.
 - 2012-2014: Aramoun Official high school
 - Previously at Science and Arts College Aramoun
- **Related Courses:**
 - Financial Math, Business Law, Principles of Marketing, Micro & Macro Economics I for business, Feasibility Study, Accounting 1 & 2, Business ethics, Analytic Accounting 1 & 2, Principles of Insurance, and External Auditing.

Training Experience:

- Recently: Sales at **Michel Zoughaib**
 - Selling products and services using solid arguments to prospective customer
 - Highly motivated & target driven with a proven track record in sales
 - Excellent selling, communication & negotiation skills

- Achieve agreed upon sales targets & outcomes within schedule
 - Establish, develop & maintain positive business & customer relationships
 - Coordinate sales effort with team member & other departments
 - Expedite the resolution of customer problems & complaints to maximize satisfaction.
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- Freelancer at **FM WORLD**
 - 1/8/2016 to 31/8/2016: Training at **BBAC**
 - Mathematics private tutor for elementary and high school students.

Skills:

- **IT Skills:**
 - Microsoft (Word, Excel, Power point, Access)
 - E-mail and Internet.

Languages:

- **Arabic** :Native Language
- **English**: very good (Reading, Writing and Speaking)

Hobbies and Interests:

Music, Biking, and Reading