

CONTACT INFORMATION

EMAIL

zghaddar23@gmail.com

ADDRESS

Lebanon

PHONE

+961 70 506 407

LANGUAGES

English

Fluent

Arabic

Fluent

SKILLS

- Confidential , Proactive , Good Listener ,Leadership skills , Time Management , Strong written and verbal communication skills , Adaptability, Creativity , Quick Learner, Proficient in Microsoft Office, Photography skills, Customer and detail - oriented , Organizational Skills , Hard working .

Zeinab Ghaddar

Goal-driven Individual , currently seeking an **Internship** position at your reputable organization to utilize my passion for Marketing. Looking forward to gaining an entry to serve a leading marketing company , as well as, broaden my marketing experience level for future benefits.

EXPERIENCE

Internship

Bank Audi

Lebanon

June-2018 - July-2018

- On-Site training in Head Office Departments with set objectives.
- Training featuring a Technical overview of the Bank's different functions as well as thorough coverage of behavioral topics.
- Mix of project-based work, practical experience and functional exposure.

Student Assitant

Lebanese American University

Lebanon

September-2016 - May-2018

Assistant at the Loan Department

- In charge of sending and receiving correspondence.
- Connecting link between Customers and Employees.

Assistant at the Administration Department

- Perform various support and administrative tasks.
- Managing and distributing information within the Office .
- Create and maintain filing systems.

Internship

GSS International

Lebanon

- Assistant of the Chief Business Development Officer.
- Assistance in Marketing Activities.
- Efficient running of Administrative tasks.

June-2017 - July-
2017

- Running Social Media Platforms.

EDUCATION

**Business Studies in
Marketing**
**Lebanese American
University**
Lebanon
2019

- Advanced courses in Advertising ,Integrated Marketing Communication , Public Relations.
- Performed Capsim Stimulation.
- "A" Graded Courses : Marketing Research , Strategic Management , Marketing Strategy ,Consumer Behavior ,Emotional Intelligence in Marketing , International Marketing , E-Marketing , Marketing Services.

ACHIEVEMENTS

- CISV Step-up International Camp in *Galicia , Spain* where , as a *Team Leader* accompanied with 4 teens for 3 weeks , managed to foster Leadership skills , cultural understanding and global friendships as well as cooperative approach to Conflict and Resolution.
- CISV Youth meeting in *Budapest , Hungary* where, with my fellow participants , we planned our own camp agenda for 2 weeks exploring global issues , outlining the idea of peace education and stressing on the importance of Diversity.
- Lebanese Scout Association Member for 6 years , involved in community service , social work and civic engagement.

CERTIFICATIONS & COURSES

- Online Inbound Marketing Certification
- L'Oreal Brand storm 2019 National Finalist Certification