

Celine Majdalany

Lebanese, Single, Born in 1987

Fanar, Metn, Lebanon

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A hard-working, motivated individual having a polite, friendly and diplomatic manner.

Creative, skilled and accomplished content writer seeking an opportunity to utilize excellent communication and analytical skills and the ability to research and generate content in clear and precise manner in a variety of styles and for multiple audiences within a thriving company.

Benefit from my experience in project management and strong organizational skills with the ability to work independently and to generate social media content along with marketing content and use my own initiative, are assets I would bring to the work.

Education:

American Center for Excellence – Hamra, Beirut

Graphic Design – 2019

Lebanese University (faculty of letters and human sciences) - Fanar.

- Masters in English (M1) – 2016

- Bachelor degree in linguistics – 2006/2009 Modules included:

Creative writing / Stylistics / Editing / Research methodology

Interdisciplinary studies / Intercultural communication

Information and Technology / Communication skills

Cross-Cultural Studies

Sociology

Notre Dame du Mont Carmel – Fanar.

- Lebanese Baccalaureate / Sociology & Economics (SE) – 2005

Sainte Famille Francaise – Fanar : Elementary

Experience:

❖ Softech – Hamra - Present

Research Assistant

- Compiling data and Editing reports
- Generating articles and translating
- Gathering and analyzing relevant data from different sources

❖ Proximity Marketing Agency - Achrafieh, - Present

Content Writer and Digital Consultant

- Prepared and assisted in the presentation of the Omni-channel Digital banking strategy for BOB and BLC
- Research for content marketing materials
- Generating blogs and articles

❖ Ant Ventures, Beirut-Freelancer - Present

Content Writer/Editor

❖ Clouds Media, Beirut - Freelancer

Content Writer

❖ Rowat Public Relations (RPR), Beirut - Present

Content Writer/Editor

❖ Printania Hotel, Brummana June. 2016 – December. 2016

Public relation and Content writer - Human resource management

- Designing brochure and packages for marketing objectives including site tour for photo shooting
- Conducting different project research, tourism campaign and preparing presentations
- Maintaining employees' files and records, official paper renewal and handling employees' requests
- Smooth day to day operations of clients, media and agencies accounts

❖ Anchor Business Group, Mansourieh 2012-2014

English tutor

Interacted with managers and liaised with team members. Typical duties included preparing lessons, organizing presentations and liaising with learners. I learnt how to create, manage and update computer databases and files more efficiently. I also increased my problem solving skills and time management when under pressure.

❖ Abu Dhabi International (PVT) School, Abu Dhabi, Sep. 2010 - Sep.2012

- Contributed to all the curriculum development.
- Submitting report cards upon end of each term.
- Participated in different meetings throughout the academic year to discuss the professional environment and get the latest updates concerning the advanced teaching tools and techniques.
- Obtained many certificates of attendance at the Second Annual International Education Symposium (IEO) in collaboration with Abu Dhabi Women' s College, UAE, American University of Beirut(AUB) and higher colleges of technology, UAE (2010-2011)
- Assisted in different modules dealing with the following:
 - Mobile computing.
 - Professional image, with Dr. Janine Asmar.
 - Brain - based differentiation International education symposium (IEO) -

❖ Ipsos Group S.A, Beirut, Jan. 2008- Jan. 2009

- Market Researcher

Languages and computer proficiency:

Fluent in Arabic, French, and English

Working knowledge of common software and Internet

Hobbies / Interests

Writing, reading, music, cooking, travel and trips.