

WORK EXPERIENCE

Co-Founder & Marketing Manager

Zoap Lebanon

09/2014 – Present

Lebanon

innovation project that has won the first place in the regional competition done by Injaz AL-Arab and Coca-Cola 2014

Data Entry

Smart Accident Solution

09/2017 – 07/2018

Delivery coordinator and Customer representative

3alsouk.com

01/2018 – 06/2018

Achievements/Tasks

- Provide support in pick up and delivery products according to customer orders
- Plan and coordinate product delivery activities
- Respond to customer inquiries
- Excel sheets
- Open customer account
- Managing incoming calls

Social Media Coordinator

Quality shop

02/2017 – 10/2017

Achievements/Tasks

- Designing Posts
- Facilitate online conversation with customers and respond to inquiries
- obtain customer orders

Administrative Assistant

Marwan for oil trading

01/2015 – 01/2016

EDUCATION

MBA in marketing

Lebanese University

BA in Marketing

Lebanese University

SKILLS

Microsoft office excel

Excellent written and verbal communication skills

Time management

Adobe illustrator

Problem analysis and problem solving

LANGUAGES

Arabic

Full Professional Proficiency

English

Full Professional Proficiency