

# Joe Sawaya

Achrafieh – 71 711 343 – [Joe.t.sawaya@gmail.com](mailto:Joe.t.sawaya@gmail.com)

## PERSONAL STATEMENT

I am seeking a job related to my major in business and management where I can exercise my knowledge and be an added value to the position and the company at the same time for a win-win situation.

## EDUCATION

- 2018 - Present  
Université Saint-Joseph – Masters in Marketing with a double diploma from USJ and IAE University in France (Evening classes).
- 2015 – 2018  
Université Saint Joseph - BA in Business and Management.
- 2000-2015  
Maison Centrale Achrafieh – Lebanese Baccalaureate in Sociology and Economics

## PROFESSIONAL EXPERIENCE

- September 2019 - Present  
Olbi – Digital Marketing
- June 2019 – August 2019  
Air France – Accounting agent
- December 2018 – June 2019  
Career and placement office USJ – Recruitment assistant and finance coordinator.
- February 2017 – March 2018  
Fit District – Gym Instructor and Personal Trainer.
- July 2017- September 2017  
Hotel Dieu De France – Urgence Administration.
- January 2015 – Present  
Freelance Personal Trainer.

## PERSONAL SKILLS AND STRENGTH

- LANGUAGES

Arabic (Fluent)  
French (Fluent)  
English (Fluent)

➤ **DIGITAL SKILLS**

Microsoft Office Programs.

➤ **ORGANIZATIONAL & MANAGERIAL SKILLS AND STRENGTHS.**

Leadership, Patience, Work under pressure, Detail oriented, Teamwork, Communication Skills, Endurance, Time Management

➤ **HOBIES AND INTERESTS**

Fitness, Outdoor Activities, Music.

### CERTIFICATES & TRAININGS

- 2019 – Certified Introduction to ERP System Microsoft Dynamics NAV 365.
- 2019 – Career and Placement Office – USJ – Certification for participation in the following workshops:
  - Communication skills
  - Self-awareness
- 2018 - Certified Resistance Training Specialist (RTS).
- 2018- Lasa Academy - Certified First Aid, CPR and AED
- 2017 – Inspire Fitness Academy - Certified Functional Training (TRX - Battling Rope – Mobility and Self Myofascial Release – Functional Bags).
- 2016 – SGT KEN – Certified Boot Camp Instructor.
- 2015 – IFPA - Certified Personal Trainer.

### REFERENCES AND DOCUMENTS ARE AVAILABLE UPON REQUEST

September 2019