

# STEPHANIE ETER



## PROFILE

Date of Birth: 19<sup>th</sup> of January 1994  
Address: Kfarhata-Zgharta

## CONTACT

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## LANGUAGES

Arabic | Native |  
French | R/W/S |  
English | R/W/S |

## HONORS & AWARDS

Award of superiority in the official exams-Economics & Sociology for the average of 13.35 | 2012-2013 |

## ACTIVITIES

Participated in GC-LAU Model United Nations' conferences and debates.

Participated in coordinating fundraising events for the business club of Antonine University.

## REFERENCES

Upon Request.

## EDUCATION

### Antonine University

2012 - 2017

Master in Business Administration- Option International Marketing & Management.

### Ecole des Religieuses de Nazareth-Kfarzeina

1998 - 2012

Baccalaureate in Economics & Sociology.

## WORK EXPERIENCE

### Mist Hotel & Spa-by Warwick | Sales Coordinator |

April 2019–Present

Handling group offers for corporate and travel agencies accounts in addition of coordinating banqueting events and customer support.

### Antonine University | Receptionist |

October 2016–April 2017

Handling phone calls and schedule meetings.

### Bassam Soutou Jewelry | Marketing Specialist |

October 2015–October 2016

Handling advertising and marketing tasks including social media posts management, jewelry photoshoots and editing, sales and customer care.

### Bader Hassoun Ecovillage | Training |

July 2015–August 2015

Gained insight about the products offered, the manufacturing process and the sales methods.

### Centre Hospitalier du Nord (CHN) | Training |

July 2014–August 2014

Training in the HR and Procurement departments. Gained insight about The procurement, recruitment and training procedure.

## SKILLS

Microsoft Office	80%
Communication Skills	80%
Time Management	100%
Team Work	80%
Customer Support	100%