



Mira Osseiran
January- 1 -1992

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Beirut-Lebanon

PROFESSIONAL EXPERIENCE

Account Manager and Media Relations Coordinator

June 2019 – December 2019 (Past)

Noise SARL

I handled several local and international accounts at Noise pr firm, and worked on creating pr and media strategies that best fit each brand. I handled delivering and receiving the client's requests on time. One of the toughest experiences that I succeeded at is making it easier for local brands to understand communication and how each activation can be an added value to their accounts. Most of the international brands and governmental institutions I dealt with face negative criticism and attacks in the media, I handled crisis management for their accounts in the media and in this segment, I would highlight clients such as (Karadeniz Holding, Ministry of Energy and Water&Beirut Municipality). Maintaining the brands in the media scene and creating activities and CSR's to bring them out and increase their visibility; is one of the major and most successful jobs I worked on clients at Noise Pr firm.

- Built Media Relations and Public Relations strategies.
- Generated reports on the status of existing accounts and new business
- Identified new client relationships & pitched for potential new clients

Media Relations Coordinator

February 2017 – June 2019 (Past)

Noise SARL

Clients: **Ministry of Tourism, Beirut Municipality, Karadeniz Holding, Cigna Corporation, Mercedes Gargour, Plus Properties, Ministry of Energy, Sukleen SAL, Careem, Ramco, Massoud Achkar (Politician), Boecker, LDE, Everteam, Youtube, ArabNet**

Managed the flow of news about the organization to the media, media crisis management, prepared for conferences and events, and lobbied for clients to be more visible in the media

Client Relations Manager

February 2017-October 2017 (past)

ReserveOut-Beirut

Sold ReserveOut software to over 80 high end Lebanese restaurants while training the managers on using it effectively. Managed to follow up with clients on daily basis.

Media Relations Coordinator

March 2016 – January 2017 (Past)🇇

Asdaa Burson-Marsteller

Clients: **Tawtel Group, Scuderia Lebanon, Saad & Trad SAL, Lebanese Breast Cancer Foundation, Kallasi Group, Patchi , Starbucks Lebanon, Lufthansa Airlines, Joue Club, Aziz & Walid Mouzannar, Talika**

Develop relationships with national and regional press contacts to ensure more visibility to our clients in the media. I managed to invite media to the events and introduce them to the clients and insure future collaborations between them. Prepared yearly ideas for clients to involve the media and tightened the bond between the two parties.

Public Relations Executive

December 2015- March 2016 (Past)

Mariana Wehbe PR Agency

Handled PR activities for clients in the fashion industry and aided in preparing for events and pop-up shows in Lebanon and Washington DC.

Free Lance Journalist

October 2015 – April 2016 (Past)

The Dailystar Newspaper

Published articles tackling issues about interesting events happening in the region

Home Teacher

August 2014 - October 2015 (Past)

Lebanese American University- Early Childhood Center

Intern at Al Jadeed Television

July 2014- August 2014 (Past)

Assisted in montage of prime-time news reports

Student Assistant, The Financial Aid Office

2011 – 2013

Lebanese American University, Beirut, Lebanon

Facilitated the process and procedure to the students while applying for financial aid and assisted more than 5,400 students, ensured 100% success

Social Worker Volunteer

2010 – 2015

Dar Al-Yateem Al Arabi (NGO), Saida, Lebanon

Assisted in organizing events that helped in raising funds for the school to help support greater number of orphaned children

ACADEMIC BACKGROUND

BA in International Affairs and Political Science

June 2013

Lebanese American University (LAU) – Beirut, Lebanon

Awards: Best Telephone Interviewing Survey Project

Paramedic Certificate from the Lebanese Red Cross association

December 8, 2014

Took part in specialized courses in Medical Management and Support for Minor Incidents.

Diploma in Business Human Resources (HR)

April 2015

Continuing Education Program (CEP) in Lebanese American University (LAU) – Beirut, Lebanon

TRAININGS

Completed Big Kahuna Sales Coaching Program

December 2018

Wydner Coaches

LANGUAGES

Arabic and English (Fluent spoken and written)