

## ELIE SAID SARKIS

Birth date: 11/8/1993

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### I. **Education:**

- 2014-2018: Bachelor's degree in Management Information Systems at LIU.

### II. **Professional Experience:**

- Working full-time at ICM Capital in technical SEO and junior web development.
- Full-time internship in web development at ISS (90 days):
  1. Gaining experience in HTML5, CSS3, Bootstrap 4 and JavaScript, by studying e-books and working on samples.
- Internship at Leo Burnett as digital data analyst and copywriter (part of Saudi team):
  1. Gained experience in social media monthly reports.
  2. I was assigned to do research and deliver Excel and PowerPoint projects within the deadline.
  3. Worked on content creation, mainly in Arabic, writing captions and animations for videos.
  4. Group meetings to discuss setting up social media engagement plans for Saudi companies such as Seven Days, Rabea Tea and Samba Bank.
  5. Gained experience working alongside highly-qualified professionals.
- 4 months full-time job in Digital Marketing at BroadNet:
  1. Content creation on daily basis: Blogs, articles and infographics.
  2. Responsible for captions of all posts on every social media platform: Twitter, Facebook, Instagram, Pinterest, LinkedIn.
  3. Responsible for posting everything on social media, plus tracking each post, and making monthly reports to analyze the results.
  4. Work on improving the SEO of every post.
  5. Working on finding new directories and new blog-spots to upload each blog on, in addition to doing it on the company's website.
  6. Working on tracking backlinks for competitors.
  7. Gained basic knowledge in working on keywords and identifying words that bring traffic.
  8. Gained knowledge in social media paid ads.
- Content creation specialist at CricketSoccer.com: From 2016 till 2019, on a weekly basis.
- Content creation specialist at SportsKeeda.com: From July 2017 until March 2018.

### III. **Languages:**

- French: Advanced
- Arabic: Advanced

- English: Advanced
- Portuguese: Fair
- Spanish: Basics

#### **IV. Personal Skills:**

Studied Java, SQL, HTML5, CSS, Bootstrap 4, JavaScript, basic PHP and basic C#. Currently studying React framework. Knowledge in Word, PowerPoint, Excel, SEO enhancement, social media, working on keywords, strong analytical skills, ability to organize time and work with documents.

#### **V. References:**

Short notice period.