

# Samir Saade Serhan

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## Personal Information

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**Nationality:** Lebanese

**Marital Status:** Single

**Date of Birth:** December 7, 1990

## Career Objective

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Seeking a challenging job in a reputable establishment in order to contribute to the achievements of its strategic objectives, develop my abilities and skills, advance in my career and gain valuable experience.

## Education

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2009-2014	BA Business Administration	Arts, science & Technology University
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## Experience

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February 2017 – present	Head of the digital Marketing department	Libancall
Handling all the social platforms		
Moderate all campaigns and ads.		
Generate creative and new ideas		
Daily reporting to the Project manager		
Advert manager, Google AdWords and analytics		

May 2016 – June 2016	Shop manager	Parfois
Leading the Sales team		
Daily Sales reports to the HQ		
Ensure customers satisfaction, dealing with complain.		
Arranging team's workflow and schedule		

January 2015 – May 2016	Sales Manager	Enjoy Lebanon
Supervising and recruiting sales team		
Provide training session for new comers		
Directly reporting to the CEO		
Spearheading all the activities		

October 2013 – January 2015	Sales Man	Allianz Sna
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Handling Phone calls, and appointments  
Providing customers with all insurance programs Attracting new customers

## Voluntary Work

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November 2012	<b>AUL Volunteer Community</b>	<b>Arts, science &amp; Technology University</b>
	Assisting in the following events:	
	The Barrier Event	
	Distinguished Teacher Awards	

## Skills

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**Technical:** Microsoft Office (Word, Excel, PowerPoint)

**Interpersonal:** Communication skills at all levels (Verbal, Nonverbal, Written)

**Other:** Digital Marketing  
Social Media  
SEO Search Engine Optimization  
Research  
Google AdWords  
Facebook Advert manager

## Languages

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**English:** Proficiency for business work

**Arabic:** Mother tongue

**Portuguese:** Basic understanding and writing

## References

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Available upon request