

Maysaa El Gharib

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EDUCATION

Lebanese American University (LAU), Beirut, Lebanon
Msc in Human Resources Management

Sept. 2018- May, 2021

Lebanese American University (LAU), Beirut, Lebanon
BS in Business Studies - Emphasis in Marketing

Sept. 2015- May, 2018

EXPERIENCE

Recruitment Officer, Educom Overseas, Beirut

Sept. 2018 – Present

- Recruiting students to universities in several countries
- Launched career training programs

Assistant, School of Business at Dean's office, LAU

Sept. 2015-May 2018

- Worked on getting the AACSB accreditation
- Handling administrative tasks

Intern, Studypedia, Beirut

Aug – Sept. 2017

- Recruiting students
- Representing Universities in Spain

EXTRACURRICULAR ACTIVITIES

- Competent in the National finals of L'oreal Brandstorm Competition April 2018

- Vice President – Civic Welfare Club at LAU

Sept. 2016 – May 2018

COMPUTER SKILLS

MS Word, Excel, PowerPoint

LANGUAGES

- Fluent in Arabic (Native) and English , French (Basic)