

PAMELA SHAHDA

CONTACT

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Beirut, Lebanon

SKILLS

Communication skills

Time Management

Creativity

Team-work

Organizational skills

Problem solving

Google ads

Social media

Canva

Content marketing

EDUCATION

Bachelor in Marketing

**Lebanese international university
(Liu)**

2015-2019

Technical Baccalaureate Diploma

Ecole Hoteliere - Dekwaneh

2011-2014

LANGUAGES

Arabic



English



French



OBJECTIVE

Marketeer with various set of skills and experiences looking to secure a job in a reputable company where I can fully utilize my training and skills, while making a significant contribution to the success of the company and my own growth.

WORK EXPERIENCE

E Commerce Agent

CMA CGM GBS Lebanon

April 22 – Present

Handling all customer related aspects for CMA CGM, through a centralized system, whether complaints, inquiries, follow ups or quotation requests. All type of request will go through to be assessed processed and dispatched with the right information to the specialized department.

Marketing Coordinator

BMA Paints

December 21 – March 22

Handled and catered for authorized reseller special buckets designs requests, while also working on the company's own brand image, from bucket designs, to trucks designs.

Coordinated with developers to create an app for the company
Assisted in creating and designing the company's catalogue, from product shooting to printing quotations.

Operations Coordinator

Water Center

March 21 – July 21

Issued and handled Pro forma invoices.
Supervised and coordinated packing and dispatching orders Coordinated delivery instructions with customers
Handled inventory, purchasing and storage procedures (movement, purchase order)

Marketing Intern

Bar Tartine

Summer 2020.

Noknok

Winter 2020/21

Assisted in creating social media content, photography and posts for Instagram account, push notifications and announcements for the mobile application, while also handling complaints and replying to them .
Conducted market researches between competitive analysis, and developing brand identity and image.
Organized collaborations and assisted in planning and launching marketing campaigns.

CERTIFICATES

Excel Skills For Business
<https://rb.gy/ai7j5a>

Google Ads
<https://rb.gy/9rzurv>

Market Research and Consumer Behavior
<https://rb.gy/wdg3gg>

Fundamentals of digital marketing
By Google Digital Garage
<https://rb.gy/f32bfi>

Mastering digital marketing workshop by
Amideast
<https://shorturl.at/CKWYZ>

WORK EXPERIENCE

Hostess/Waitress

Creapaway	2014-2016
Deek Duke	2017-2021

Kept a friendly and welcoming environment for the guests to feel welcomed. Took care of the guest's orders and made sure they receive exactly as ordered. Up selling and cross selling to help boost the outlet sales
Engaged in workplace competitions and activities.