

Joyce Habib

Management Information System Graduate

A fully committed, confident graduate seeking a job position that will allow me to implement and gain knowledge in business technology. A highly organized and ambitious individual who can quickly integrate into work. Accomplished my BS thesis with a class honour and grade a 15/20 and pursuing my master's degree.

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Jisr el Bacha, Lebanon 📍

17 May, 1999 📅

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EDUCATION

Master 1 in Management Information Systems

Lebanese University, Faculty of Economics and Business Administration- Branch II

11/2020 - 07/2021

Achrafieh, Karm el Zeitoun

B.A in Management Information Systems

Lebanese University, Faculty of Economics and Business Administration- Branch II

10/2017 - 08/2020

Achrafieh, Karm el Zeitoun

Thesis

- Final Project: JOURI Flowers Shop - Online Ordering System

Baccalaureate in economics and social science

Daughters of Charity School

09/2002 - 05/2017

Achrafieh, Sassine

WORK EXPERIENCE

Instructor

Online Sessions

09/2020 - Present

Freelance

Tasks

- Give sessions about Microsoft Office.
- Help students with their homework.

Sales Assistant

Diageo Lebanon

12/2018 - 12/2020

Jisr el bacha, Lebanon

Achievements/Tasks

- Salesperson for Moët et Chandon, Johnnie Walker, Veuve Cliquot, Dom Pérignon

Hostess

Select Agency

05/2018 - 10/2020

Achrafieh, Beirut

Achievements/Tasks

- Events Hostess
- wedding planning

PROGRAMING LANGUAGES-SKILLS

HTML

CSS

JAVASCRIPT

JAVA

PHP

System Design

Microsoft Office

Digital Marketing

Project scheduling

Problem solving

Data Mining

Accounting

PERSONAL PROJECTS

JOURI Flowers Shop - Online Ordering System

(10/2020 - 12/2020)

- University Final project: To create a flower shop ordering localhost website, I have used: xampp; cross-platform web servers, HTML, CSS, JS languages, PHP; server scripting language, Mysql, relational database management system.

ACHIEVEMENTS

Project Management (10/2021 - Present)

Online Course from Philanthropy University

CERTIFICATES

Effective Presentations (10/2021)

HP LIFE online course

Effective leadership (10/2021)

HP LIFE online course

Social Media Marketing (10/2020)

HP LIFE online course

Delf B2 (05/2017)

LANGUAGES

Arabic

Native or Bilingual Proficiency

French - Delf B2

Full Professional Proficiency

English

Full Professional Proficiency

Spanish

Professional Working Proficiency

INTERESTS

Designing Websites

E-Marketing

System analysis and design