

# GEORGETTE RACHED

## CONTACT

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Fanar, Mount Lebanon, El Maten.

## SKILLS

Relationship Building  
Problem-solving  
Time Management  
Adaptability

## EDUCATION

**Coursera**  
**Google Digital Marketing and E-commerce**  
2023 - Present

**Lebanese University**  
**Bachelor in Social Sciences**  
2018 - 2021

## LANGUAGES

Arabic   
English   
French 

## PROFILE

Dedicated and detail-oriented professional with a robust background in Social Sciences, known for exceeding expectations through diligent organization and efficient time management. Proficient at fostering collaboration within diverse teams to achieve collective objectives, leveraging strong interpersonal skills polished through academic and professional experiences. Seeking to leverage my adaptable nature and passion for digital marketing to drive impactful results in a dynamic environment. Confident in my ability to excel in any role, I approach each opportunity with enthusiasm and a commitment to delivering outstanding performance.

## WORK EXPERIENCE

**Freelance Player Manager**  
**Gamers 8** (Riyadh, KSA) July 2023

- Ensuring the safe arrival and departures of players to/from the hosting country (Saudi Arabia).
- Guiding players through the tournament process, schedules and addressing any questions or concerns they may have.
- Facilitating the communication between players and various E-sports departments, including tournament organizers and project managers.
- Maintaining a timely pace to ensure all players arrive at the arena for their scheduled matches and appointments.

**Project Officer (BERYT)**  
**Live Love Lebanon** (Beirut, Lebanon) Sep 2022 - June 2023


- Assisted with the outreach efforts for the BERYT project, successfully organizing an engaging event that attracted over 120 applicants.
- Facilitated informational sessions to more than 130 applicants, empowering them with the necessary knowledge and skills for a successful grant application.
- Provided comprehensive technical assistance (remote and on-site) to 60 applicants, offering guidance and support in grant writing while aligning proposals with project criteria.
- Successfully guided applicants in aligning their proposed budgets with project criteria, ensuring appropriate allocation of funds according to project guidelines.
- Designed and executed a comprehensive monitoring and evaluation strategy, including frequent field visits and data collection to evaluate project advancement and appropriate allocation of grant funds.
- Established strong relationships with grant recipients, offering ongoing support and guidance throughout the project implementation phase.
- Collaborated with key stakeholders, including the World Bank, UNESCO, and project beneficiaries, to ensure transparency, accountability and knowledge sharing.

## EXPERTISE

- Proven ability to develop and maintain positive relationships with customers.
- Strong interpersonal skills to build rapport with customers and establish trust and credibility.
- Experience in handling challenging situations with empathy, patience, and professionalism.
- Commitment to providing ongoing support and guidance to customers throughout their journey.
- Strong time management skills to prioritize tasks, manage multiple customer interactions, and meet deadlines.


## REFERENCES

### Mr. Nabil Barbir (Live Love Lebanon)

 +961 71 224 120

 nabil@livelove.org

### Ms. Rawiya Itani (JCI)

 +961 3 028 683

 rawiya.itani@gmail.com

## VOLUNTEER EXPERIENCE

### VP for Community Impact (JCI Beirut Board)

Junior Chamber International - JCI (Lebanon)

2023

- Ensured that all projects for 2023 fall under the RISE initiative (Rebuild, Invest, Sustain, Evolve).
- Analyzed and conducted studies for the local community needs.
- Encouraged participation for as much local members in local projects.
- Guided project directors in setting project planning strategies and ensured projects were executed according to the JCI Action Framework.

### Project Director (Diaries of U)

Junior Chamber International - JCI (Lebanon)

2022

- Led the "Diaries of U" project, aimed at providing reusable menstrual pads to vulnerable women amidst the ongoing financial crisis in Lebanon.
- Innovatively designed a versatile format for menstrual pads, catering to the diverse needs of women.
- Efficiently delegated tasks to team members, overseeing planning, budgeting, implementation and evaluation phases.
- Fostered close collaboration with team members and stakeholders, to ensure project success and meaningful impact.
- Initiated a successful fundraising campaign through a "go fund me" page, raising 500 USD dollars in donations.
- Partnered with the NGO "Flamme de Charite" to facilitate the distribution phase, successfully delivering 10 packages to 10 women in various Lebanese cities.