

SHIRLEY SARROUH

• 2nd Year Business Management Student •

ABOUT ME

2nd-year business student in Beirut at UNIVERSITE SAINT JOSEPH. Looking for an internship starting June 2022. Open to learning new skills and gaining real-world experience.

EXPERIENCE

- Jun 2020-Aug 2020** **Clic Clac Lebanon, Beirut**
Children's Animator
- Combining technical and artistic abilities to accomplish challenging animation objectives./Offering friendly and efficient service to all customers, handled challenging situations with ease.
- Aug 2021** **Symplicity MEA**
Administrative Intern
- Performing administrative and clerical tasks/ Researching for future networking projects/drafting internal communications spreadsheets
- Aug 2021** **New Horizons Lebanon, Beirut**
Social Media Marketing Intern
- Creating content for monthly social media posts and captions/Designing and drafting social media posts
- May 2021-Present** **Fyre.bei, Instagram, Beirut**
Small Business Owner
- Promoting a business via Social media to generate leads and maximize brand identity/Studying the market to determine optimal pricing of goods and services

EDUCATION

2020 -Present • BBA-Business Management at Univerite Saint Joseph,Beirut

2005 - 2020 • High School Diploma at Colleges des Soeurs des Saints-Coeurs Sioufi,Beirut

SKILLS

Languages

Trilingual:

French, English, Arabic

Technical:

Written and Verbal communication

Social media sites

Office Pack (Word, Excel, PowerPoint...)

VOLUNTEERING

Recycle Lebanon **May 2019**
Participated in several beach clean-ups

Caritas Lebanon Youth **Aug 2020-Dec 2020**
Food distribution, clothes sorting, helping people clean their homes, etc. after the Beirut explosion.

The House of Christmas **Dec 2021**
Joined a Christmas market to raise funds providing targeted support to stabilize and strengthen livelihoods.