

Mariane Karam

Jbeil, Lebanon | +961 76 810 179 | marianeskaram@gmail.com.

EMPLOYMENT HISTORY

Touch Agency 2021 – present
Hostess

- Creating a pleasant and inviting atmosphere for event guests and attendees by greeting and providing direction and information.
- Coordinating with the event planner and employees to ensure guests' satisfaction.

Les Presentables Agency 2019
Freelance Sales Promoter/ Representative

- Communicating with prospects clients.
- Introducing products' specifications.
- Conducting the sales process, convincing the prospect, and making the sales closing.

EDUCATION

Lebanese American University Sept 2022 – present
Minor in Data Analytics

Lebanese American University Sept 2021 – present
Bachelor's degree in business administration – Information Technology Management

Collège des Sœurs des Saints-Cœurs Oct 2007 – Jul 2021
Lebanese Baccalaureate – General Sciences

QUALIFICATIONS/ CERTIFICATIONS

Centre Mine Mar 2022
Networking

Udacity-Ministry of artificial intelligence UAE Apr 2021
Android Development Track

Future Learn UK Jun 2020
Digital marketing skills certificate

Injaz Lebanon Oct 2020
Digital marketing certificate

LANGUAGES

Arabic: Native

English & French: Full professional proficiency

SKILLS

Informatics

- Proficient command of MS Office (Word, Excel, Power Point, Outlook)

Coding

- Visual Basic
- XML
- Basics of Python

Other skills

- Analytical thinking, creativity, and initiative
- Technology use, monitoring, and control
- Active learning and social influence
- Resilience, stress tolerance and flexibility

VOLUNTEERING EXPERIENCE

YALA- Youth Action for Lebanese Aid

2022-Present

Member

- Fundraising for needy people
- Collaboration with Caritas, Scouts, and others.

Scouts Group of the sacred cross-AI Hourouf

2017-Present

Chief scout

- Leading groups and preparing meetings topics and activities
- Organizing and planning events
- Fundraising for needy people

MEU- Middle East University

2022

Jury in MEU ALMAYARA start up competition

REFERENCES

Available upon request
