

Tala Adada

Business Marketing

I am seeking a marketing role in a dynamic organization that values continuous learning and encourages the implementation of innovative ideas for driving the company's growth. In this position, I aim to leverage my expertise to develop and execute creative marketing strategies for the company's benefit while also enhancing my skills as a marketing professional.

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EDUCATION

Bachelor of Business Marketing Lebanese International University

10/2019 - 07/2023

GPA 3.7

High School Diploma Khaled International School

01/2005 - 05/2018

Riyadh, Saudi Arabia

WORK EXPERIENCE

Social Media Specialist Freelance

12/2022 - Present

Achievements/Tasks

- Handles day-to-day Instagram and Facebook platforms
- Monitor metrics, respond to customers, and oversee creative ads design

Customer Service Manager and Social Media Specialist

Gosawa

06/2020 - Present

Beirut, Lebanon

Achievements/Tasks

- Manages and develops team of customer service representatives through coaching, training, mentoring, and career planning
- Coordinates special customer service projects along with sales and production teams
- Effectively supervises day-to-day front-end operations of a busy customer service department

Sales Intern Remotely Mobation Digital Media Agency

03/2022 - 05/2022

Achievements/Tasks

- Accountable for account management, forecasting, reporting, booking and prospecting
- Get new clients to benefit from the social media accounting

Customer Service Agent and Copywriter Gosawa

06/2018 - 06/2020

Achievements/Tasks

- Quickly assist customer needs and proactively provided business solutions to those needs.
- Provide accurate, up-to-date, and comprehensive product and service information

SKILLS

SEO

Google ads

Google analytics

Office suites

Freshdesk

Odoo

communication

copywriting

interpersonal skills

team work

time management

Social Media

Emotional Intelligence

Critical Thinking

WordPress

dynamics 365

Technology

Email marketing

CERTIFICATES

Speak Professionally: In person, online and on phone
Coursera

Freelance Apprenticeship in Digital Marketing
(03/2023 - 04/2023)

Mercy Corps

Fundamental of Digital Marketing, and Social Media Marketing, content and Ads Strategy

Learning Remotely

LANGUAGES

Arabic

Native or Bilingual Proficiency

English

Full Professional Proficiency

French

Limited Working Proficiency

INTERESTS

Photography

Travel

Sports

Reading

learning

Technology

Socializing