

Marwa Awad

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OBJECTIVE

Seeking a challenging position in a reputed organization where I can learn new skills, expand my knowledge, and leverage my learnings.

WORK EXPERIENCE

07/2020 - 08/2020

Teaching all subjects at a summer camp, Ghadi school

Responsibilities:

- Presenting lessons in a comprehensive manner and use visual/audio means to facilitate learning.
- Creating and distributing educational content.
- Maintain a tidy and orderly classroom.
- Plan and execute educational in-class and outdoor activities and events.

Worked at al Safeer office as customer service

- Listen to customer's concerns, issues and questions.
- Maintain a positive attitude and calmly respond to customer's complaints.
- attract customers by promoting the product and company positively.
- Recommend possible products to meet the customers need.
- Prepare product and customer reports by gathering data collected during customer interactions.

Internships

Volunteering experiences

Extracurricular activities

EDUCATION

Graduated in 2019

Granted the third secondary class diploma LS

Westwood school

2020 – 2023

Bachelor of Business Administration in Business Management,

Lebanese international university

**ADDITIONAL
SKILLS**

Microsoft Office package: Microsoft Word, Excel, Access

- Problem Solving Skills
- Critical Thinking Skills.
- Flexibility.
- Communication Skills.
- Teamwork.
- Organization Skills.
- Creativity.
- Soft/hard skills.
- Language skills.

**PERSONAL
INFORMATION**

date of birth: October 23, 2001

nationality: Lebanese

Civil status: single

Language: English and Arabic

Driving license: yes

REFERENCES

available upon request