



Elissar Baz Resume

Location: Beirut, Lebanon

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EXPERIENCE

Freelance, Community Manager

2021 - Present

Pages Handled

Kidsyums-Healthy kids treats

(June 11 – 23 July)

customer service, a sales representative in exhibitions

Uvci –Ticketing agency

Consultations and Key Achievements:

Enhanced page professionalism by revising and optimizing the bio section.

Provided guidance on visual improvements, resulting in a visually appealing and coherent page layout.

Giving grabbing hooks to captivate the audience's interest

Integrated relevant highlights and hashtags to amplify content discoverability and reach.

Offered creative content creation ideas

Consulted Pages:

NLP Practitioner

Mental Health Practitioner

Financial Advisor

Fashion Store

Nail Artists

Catering

Community Manager (Assistant for a digital marketing specialist)

Oct 2020 - Dec 2021

- Caption creation, social media posting, and hashtag creation
- Content creation:
 - Beauty and cosmetics page
 - Solar energy page
 - Proofreader page
 - Recycling facility page

Car service page (participating in the marketing research)
Blog posting. -writing blogs for a recycling facility

Research Intern – Statistics Division

Nov 2018 - June 2019

United Nations Economic and Social Commission for Western Asia (Beirut, Lebanon)

- Collecting and analyzing gender gap data in the Arab world.
- Generating statistical graphs of yearly changes in data availability at the country level.
- Assisting with a gender-gap publication in the Arab world.

Volunteer Experience:

- Contribution to the National Campaign for Breast Cancer Awareness Activities
- Volunteer in Food Blessed

EDUCATION

Bachelor's degree in Business Management

Sep 2014 - 2018

Lebanese International University, Beirut, Lebanon

Masters in Marketing

Sep 2019-2023

Lebanese International University, Beirut, Lebanon

Professional Qualifications

- Facebook social media marketing professional certificate **Nov 2021**
- Facebook certified digital marketing associate **Nov 2021**
- Content creation workshop - Mohammad Habash **July 2022**
- Social media marketing and management workshop – Mohammad Habash **Nov 2022**
- Professional Content writing skills -International Academy for building capacity **Nov 2022**
- Arab digital nomad – Sarah Refai **Dec -Jan 2023**

BEHAVIORAL AND TECHNICAL COMPETENCES

Skills:

Effective verbal and written communication
Effective researching techniques
Teamwork

Computer skills: Microsoft Word - Microsoft excels - Internet searching techniques -Designing posts (using Canva)

Language skills:

English – very good
Arabic –mother tongue

References will be furnished on Demand.