

IVANA SAMAHA



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Khenchara, Lebanon

Education

Bachelor Degree in Advertising and Marketing

Notre Dame University - Louaize, Zouk Mosbeh

2020-2023

High School Diploma

Beirut Evangelical School for Boys and Girls

2016-2019

Skills

- Problem Solving
- Communication
- Adaptability
- Teamwork
- Ability to work under pressure
- Computer skills:
 - Microsoft Office (Word, PowerPoint, Excel)
 - Adobe Photoshop, Premiere, Illustrator, After Effects, Canva

Language

English ● ● ● Fluent

French ● ● ○ Adequate

Arabic ● ○ ○ Spoken

Interests

- Member in Scouts Group Khenchara
- Music
- Sports
- Social Media
- Drawing

An independent and self-motivated Advertising and Marketing student with sharp skills, knowledge, and ability to adapt in diverse situations. A fast learner, with a fresh, energetic and dedicated character, ready to allocate time for a career job in a leading, reputable organization.



Work Experience

12/2022

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03/2023

Glow Beirut - Jal I Dib/ ABC Dbayeh, Lebanon

Internship in Digital Marketing/ Social Media Executive

- Collaborated with the team to create and oversee the execution of impactful ad campaigns aimed at increasing brand visibility and engagement.
- Managed the company's website, consistently updating visual content for an engaging online presence in line with brand objectives.
- Utilized diverse digital platforms and strategies to expand brand reach, employing techniques like account boosting for enhanced visibility and engagement metrics.
- Contributed creatively to content creation, aligning with brand goals to strengthen audience connection.

03/2021

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05/2022

Forex, GIV Capital - Dbayeh, Lebanon

Sales Executive

- Expanded clientele through proactive outreach and strategic networking efforts, tailoring financial advice to focus on specialized market segments.
- Consistently exceeded sales targets on a regular basis by putting creative ideas into practice, building long-lasting client relationships with constant assistance, and providing accurate market updates.
- Collaborated cross-functionally to align sales approaches with industry trends, driving business growth and establishing a strong market presence.
- Specialized in offering financial guidance, with a focus on optimizing returns and risk management for diverse client portfolios.

10/2019

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08/2020

Maliks Bookstore - Mtayleb, Lebanon

Cashier

- Proficiently operated cash registers and processed transactions accurately.
- Provided exceptional customer service, handling inquiries and ensuring a positive shopping experience.
- Collaborated effectively with team members to optimize workflow and foster a cohesive work environment.

06/2018

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08/2019

Deleb Country Club - Deleb, Lebanon

Lifeguard

- Responded quickly to emergencies, providing first aid, CPR, or other necessary assistance when required.
- Collaborated with team members to execute emergency response drills and maintain a preparedness mindset.

06/2017

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09/2017

Hayda Lebnen - Zaarour, Lebanon

Waitress

- Provided exceptional customer service, ensuring a positive dining experience for guests.
- Took orders accurately and efficiently, demonstrating knowledge of menu items and specials.
- Managed payments and transactions, and handling cash accurately.