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Beirut, Lebanon

D.O.B 23 July 1982
Languages: English, Arabic, French

Saada Saad (Sara)

Digital printing Project & Sales Manager



Summary

Results-oriented Digital Printing Sales and Project Manager with 4 years of experience leading cross-functional teams to deliver projects on time and within budget. Coupled with over 15 years of expertise in key account management and sales, I possess a comprehensive skill set to drive business growth and project success in the digital printing industry. Skilled in developing sales strategies, nurturing client relationships, and leading teams, I am committed to delivering exceptional results and fostering collaboration. Proficient in sales negotiation and strong communication skills ensure effective collaboration and clarity across teams and stakeholders.

Skill Highlights

- Project management
- Strong decision maker
- Complex problem solver
- Continuous Learning
- Strategic Thinking
- Rapid & Adaptive
- Contract Negotiation
- Active Listening
- Skilled Collaborator
- Solution oriented professional
- Effective cross-functional communicator

Experience

Digital Printing Project Manager - LB

May 2020 – Present

[S.S.S - Dbayeh- Lebanon](#)

- Proficient in all project phases: initiation, planning, execution, monitoring, and closure.
- Develop comprehensive project plans, budgets, and resource allocation strategies.
- Lead cross-functional teams effectively, managing communication and conflict resolution.
- Track project progress, manage timelines, and ensure deliverables meet expectations.

Purpose Based Coach -LB

May 2020 – Present

[Dbayeh- Lebanon](#)

- Using introspective exercises, guided visualizations, and strategic goal-setting strategies to empower clients to make impactful changes.

Key Account Manager-LB

Jun 2019 – Oct 2022

[Edit.Ink Sal – Mkalles](#)

- Cultivate trust with major clients, understanding and meeting their needs while expanding relationships.
- Serve as the liaison between key customers and internal teams, ensuring timely delivery.
- Resolve customer issues promptly, contributing to new sales and lasting relationships.

Event Organizer-LB

Sept 2018 – Jan 2019

[ORAUNION – Antelias](#)

- Coordinate with management to understand event needs.
- Plan and budget events from concept to execution.
- Manage venue selection, marketing, and staff/volunteer coordination.
- Negotiate with vendors and ensure event compliance with regulations.

Experience

Center Director & Social Wellness Assistant – LB

June 2016 – May 2018

Golden Age Club, YANA – Dekweneh

- Assist elderly with social challenges and provide emotional support.
- Create engaging activities for elderly residents.
- Manage meetings and oversee maintenance.
- Maintain equipment inventory and prepare materials.

Management & Marketing Consultant

June 2015 – Sep 2019

Multiple Clients

■ JKCC International SARL – Jal El Dib

Provide comprehensive consultancy and training solutions for companies.

■ MedSkin Health & Beauty – Jbeil

Provide business consultancy services, offering strategic planning and operational optimization, alongside employee training to enhance capabilities and drive performance improvement.

Feb 2015 – June 2016

Marketing Manager

Envirolink SARL – Hadath, LB

- Develop and execute marketing strategies aligned with company goals.
- Coordinate marketing campaigns and activities with sales efforts.
- Oversee creation and publication of marketing materials.
- Monitor effectiveness of campaigns, manage lead generation, and maintain brand identity.

Novice

Sept 2013 – Jan 2015

Sisters of The Cross – Bsalim, LB

- In- depth studies surrounding the History of the Church
- In-depth studies surrounding the Old Testament
- In-depth studies surrounding the New Testament

Account and Project Manager

June 2006- Sept 2013

Hewlett Packard Enterprise, Espace Bureau SARL. – Mansourieh, LB

- Manage new and existing customer accounts, addressing their needs and prospecting future opportunities.
- Prepare offers, follow up with clients, and coordinate alternative supplies when needed.
- Organize company events and exhibitions, ensuring successful execution.
- Stay updated on new products and train sales representatives accordingly.
- Lead pitches for medium to big projects and analyze customer cases for improved service

Indoor Sales Representative

Sept 2004 –June 2006

Elias Asmar SAL. – Zalka - LB

- On Site Sales.
- Passing out of marketing and promotional products.
- Assisting Purchasing Manager with daily tasks.

Education

Diploma in Understanding & Companionship

2016 – 2018

SAGESSE UNIVERSITY– BEIRUT, LB

- A diploma focused on the nature of relationships within the family and the tensions that arise in this decade. How to help the family understand their challenges and support them from the role of median and coach.

BA in Marketing & Management

2004 – 2005

ISEQ & UNIVERSITY OF QUEBEC AT CHICOUTIMI – DEKWENEH, LB

- A bachelors focused on the mix between Marketing and Management in today's world of business.

ADDITIONAL CERTIFICATIONS

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|---|---|
| ■ Certified Professional Coach (CPC), CTA, 2020 | ■ HP Smart Suite, 2007 |
| ■ Body Language with JKCCI, 2015 | ■ HP Portfolio Sales Training – Modul 2, 2007 |
| ■ Analysis and simplification of Economic Steps, 2005 | ■ HP Portfolio Sales Training – Modul 1, 2007 |
| ■ The Art of Negotiation in Academic Management, 2005 | ■ HP Preferred Sales Challenge, 2007 |
| ■ Consulting Services, 2003 | ■ HP Attach, Up and Cross Selling, 2007 |
| ■ Project Management, 2003 | ■ HP Business Unit Strategies, 2007 |
| ■ Organization Strategy 2003 | ■ HP Preferred Partner Program, 2007 |
| ■ Invention development and marketing, 2003 | ■ HP Program Initiatives, 2007 |

Reference

Available apon request