

Mariam Ghader

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PROFILE

A recent graduate in Business Management Information Systems with a good foundation in data analysis, systems management, and processes. Eager to apply hands-on experience and academic knowledge to real-world challenges, with a focus on driving team success.

EDUCATION

Lebanese International University <i>Bachelor of Business Administration in Management Information Systems</i>	2025
Bar Elias Secondary School <i>Lebanese High School Diploma</i>	2022

PROFESSIONAL EXPERIENCE

Al Wassim Venue <i>Customer Service Representative</i>	2023 – 2024 Bar Elias Lebanon
<ul style="list-style-type: none">• Responded to customer inquiries via phone and chat in a timely and professional manner.• Provided appropriate solutions and quotations to ensure customer satisfaction based on their needs and budget.• Collaborated with my manager to confirm proposal and plans.• Procurement of best prices for services and goods.	
Small Business Owner <i>Drop Shipping</i>	2024 Lebanon
<ul style="list-style-type: none">• Established and managed an e-commerce business, sold products online imported from UAE, managed and handle customer orders.• Increased sales through social media, maintained strong customer relationships, ensured timely delivery and fast response.	

SKILLS

Computer Skills

- Microsoft Office
- SQL/ Tableau
- Programming (Python)

Key Skills

- Responsible, forward thinker.
- Communication and management skills.
- Multi-tasking and organized.

REFERENCES

Al Wassiem Venue 03659458