

# Marysol C. Sayegh

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## EDUCATION

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<b>2024 – Present</b>	<b>Lebanese University (Faculty of Economics Sciences and Business Administration)</b> Master's in Business Management
<b>2021 – 2024</b>	<b>Lebanese University (Faculty of Economics Sciences and Business Administration)</b> Bachelor in Business Management

## EXPERIENCE

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<b>2020 – Present</b>	<b>Sales person - Direct Selling company</b> <ul style="list-style-type: none"><li>• Approach new clients to offer cosmetics products.</li><li>• Follow-up with existing clients and assist them with their needs.</li><li>• Manage files and calls.</li><li>• Organize and lead group facial sessions.</li></ul>
<b>2021-2024</b>	<b>Student recruitment &amp; presentation – Lebanese University</b> <ul style="list-style-type: none"><li>• Participated in student recruitment fairs and outreach events as a representative of the Lebanese University for 3 years.</li><li>• Received a certificate of appreciation for exceptional involvement and dedication.</li></ul>
<b>2022 – 2024</b>	<b>Customer Service - Sky Cell Sawfar</b> <ul style="list-style-type: none"><li>• Followed up with customers to fulfill their needs.</li><li>• Assisted customers with purchasing phones and accessories.</li><li>• Managed the OMT system.</li><li>• Handled the shop's system and operations.</li></ul>
<b>2021 – 2022</b>	<b>Manager - Sweven Café Sawfar</b> <ul style="list-style-type: none"><li>• Acted as floor manager.</li><li>• Planned and organizing events.</li><li>• Ensured high quality customer service.</li></ul>

**Dec. 2024**

**Underwriting training - Amana Insurance**

- Managed calls and emails with clients and the head office.
- Created and renewed policies for cars, travel, expands, medical insurance and other types of insurance.
- Managed office accounts.

**2021 – Present**

**Volunteer - Lebanese Red Cross (Youth Sector)**

- Board member and treasurer of the center
- Facilitated programs on Humanitarian Values and Principles, as well as psychosocial support.
- Organized events and workshops, including financial campaigns, national camp, recruitment camp...

**SUMMARY SKILLS**

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**Languages:** Arabic, English and French (writing, reading and speaking)

**Computer Software Skills:** Good in all computer skills especially with MS Office

**Soft Skills:** Leadership, Communication, Team-Building, Organizational, Management, Public Speaking.