

Ghadir Bazzoun

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Professional Summary

Community-oriented communications and HR support professional with over five years of experience working closely with individuals, teams, and organizations across diverse sectors. Background in Public Relations and strong interest in social behavior, group dynamics, and organizational psychology.

Experienced in stakeholder communication, onboarding, team coordination, client advisory support, and facilitating professional engagement. Passionate about contributing to mission-driven organizations focused on community impact, human development, and social well-being.

Professional Experience

Relationship Manager – Bayt.com (March 2024 – Jan 2026)

- Supported organizations in strengthening recruitment processes and workforce planning
- Provided advisory support on talent acquisition best practices
- Conducted client training sessions and onboarding guidance
- Maintained long-term partnerships through needs assessment and continuous communication
- Observed and analyzed organizational structures and decision-making patterns

Assistant Sales Manager – Maids.cc (Remote) (May 2023 – Nov 2023)

- Led onboarding and mentoring of new team members
- Supported team integration and internal communication processes
- Coordinated engagement strategies to improve team performance and collaboration
- Reinforced professional communication standards

Sales Supervisor – Maids.cc (Remote) (June 2022 – April 2023)

- Co-managed a team, providing coaching and performance feedback
- Monitored quality of communication and client interaction

- Supported professional development and team cohesion

Call Center & Virtual Representative – Maids.cc (Nov 2019 – May 2022)

- Built strong relationships through active listening and empathy
- Assessed client needs and provided appropriate solutions
- Managed high-volume communication while maintaining service quality

Public Relations Intern – Smart Education Center, Lebanon (Oct 2018 – May 2019)

- Supported communication campaigns and public engagement initiatives
- Assisted in content creation and outreach activities

Marketing & Communications Intern – Karma Leb, Beirut (Nov 2018 – Feb 2019)

- Assisted in social media coordination
- Supported communication and event-related activities

Education

BS in Public Relations and Advertising – Lebanese University (2016–2019)

BS in Life and Earth Sciences – Lebanese University (2014–2018)

Certifications & Activities

FORSA III Bootcamp on Entrepreneurship (2024)

Entrepreneurship & Design Thinking (2017)

Media Facilitator – Financial Arabic Summit (2019)

Co-Founder, Horizons Book Club (2017–2018)

Skills

Community engagement • Stakeholder communication • HR support • Onboarding & mentoring • Team coordination • Active listening • Group facilitation • Problem-solving • Arabic & English • Microsoft Office