

Marie Isabelle Awad
21 years, Lebanese
Jisr el bacha, Metn, Lebanon
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PROFIL SUMMARY

Experienced in retailing with strong skills in customer service, sales and store management. MIS student engaged to reinforce my education with a practical job/intern.

EDUCATION

Universite La Sagesse, Furn El Chebbak, Lebanon **expected Graduation 2028**

MBA in Computer Methods Applied to Business Management

MBA in Management Information System

Cumulative GPA: 3.3/4.0

Universite La Sagesse, Furn El Chebbak, Lebanon **2024**

BA Major in management information systems

Honors: Placed several times on ULS's Honor List

Cumulative GPA: 3.3/4.0

Carmelites School, Fanar, Lebanon **2021**

Lebanese Baccalaureate, economics and social education section (SE)

WORK EXPERIENCE

The Web Addicts, Dekweneh, Lebanon **Oct 2025- nov 2025**

Project Management Intern

- *Supported the project management team by managing and updating project content on the company's CMS portal.*
- *Applied and tracked project issues, updates, and change requests through the online portal to ensure timely resolution.*
- *Assisted in monitoring project progress and documenting status reports for management review.*
- *Collaborated with cross-functional teams to ensure project information was accurate and up to date.*
- *Gained practical experience in project coordination, issue tracking, and content management systems.*

Head Office Bank Audi, Bab Idriss Downtown, Lebanon **Aug 2025-Sept 2025**

IT Analyst Internship

- *Prepared business and operational reports using Oracle OBIP*
- *Assisted in maintaining and updating banking systems by adding and managing products using Oracle Flexcube.*
- *Supported IT and business teams in ensuring data accuracy and smooth system operations.*
- *Gained exposure to core banking systems, data analysis, and reporting tools in a financial environment.*

Awad trade center, Bourj hammoud, Lebanon **2023-till now**
Assistant manager

- Schedule staff work hours and monitor staff performance.
- Help in managing inventory, including ordering, receiving, and organizing stock.
- Ensure the safety and security of the staff and customers.

Awad trade center, Bourj hammoud, Lebanon

2020-2023

Cashier

- Handling returns and exchanges according to the store's policies.
- Counting the cash drawer at the beginning and end of shifts to ensure accuracy.

COMPUTER SKILLS

Microsoft Office: Word, Excel, PowerPoint, and Access

HTML

Java/JavaScript

C++

C#

SQL

DataBase

Web

Php

Oracle OBIP

Python

LANGUAGES

Arabic: Native

French: Fluent

English: Fluent