



Dana CHARTOUNY

Beirut- Lebanon

+961 3 139880

danachartouny@gmail.com

Citizenship: French-Lebanese

Volunteering

22 November
2016

Participated in
military exhibition for
Lebanon National
army day
- Lead small group
discussions
- Supporting
members as they
prepare their exhibit

**Training
and
seminar**

April 2018

International
business
development project-
Madrid

Languages

Fluent in English,
French and Arabic
Beginner's level in
Spanish

Hobbies

Basketball, Tennis,
Volleyball; Travelling;
Reading

OBJECTIVE: JUNIOR MARKETING AND MANAGEMENT ANALYST SEEKING A CHALLENGING POSITION

EDUCATION

Sept 2016-2018

ESA Business School – WWW.ESA.EDU.LB

UNIVERSITÉ DE POITIERS- WWW.UNIV-POITIERS.FR

❖ **Master in Management – Marketing**

Sept 2010 - Feb 2014

Université Saint-Esprit Kaslik (USEK) – WWW.USEK.EDU.LB

❖ **BBA MARKETING**

2009 – 2010

Lycée Franco-Libanais Nahr Ibrahim – Al Maasyra – WWW.LFLNI-LIBAN.NET

❖ **DIPLOMA IN SOCIO-ECONOMIC SCIENCES**

PROFESSIONAL EXPERIENCE

**July 2017-
January
2018**

NGO ESA Business School Hamra-Lebanon- Created by people willing to carry out effective civil actions; its role is to strengthen the promotion of blood donation in Lebanon. Its actions are closely linked with the Ministry of Public Health and National Committee for blood transfusion.

Internship

- ❖ Elaborate a strategic and marketing plan
- ❖ Participate in social media animation
- ❖ Assist in events organization
- ❖ Monitor link between communication agency and promotion group of ministry's donation

**October
2014-
January
2015**

Librex Group SAL Lebanon; Zalka, Lebanon: Manufacturing and distribution company for household and office products. (More than 500 employees in 44countries)- www.librex.com

Business Development Executive

- ❖ Research potential clients
- ❖ Create a list of potential distributors and mass mail them
- ❖ Sell the product and follow up with clients inquiries
- ❖ Assist management in CRM meetings and presentations

**July-
August
2013**

Eldatrans SARL Cote d'Ivoire: Transit company specializing in custom clearance. It handles maritime brokerage and clearance of goods at import and export. (More than 20 employees)

Internship

- ❖ Observation of the daily operations
- ❖ Data entry onto computerized database
- ❖ Handling phone calls from clients
- ❖ Online monitoring and tracking vessels from point of origin to destination