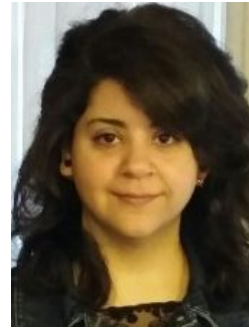


**Mona Mohammed Ebsim**  
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## **Career Objective**

I am looking for a successful career where I am able to learn, grow and progress, as Benjamin Franklin once said "Without continual growth and progress, such words as improvement, achievement, and success have no meaning." I aspire to obtain a position with responsibilities where my experience will produce a continual performance development in the workplace and enhance organizational effectiveness.

## **Career Development**

**Senior Program Executive at ArabNet | September 2016 - January 2018, Lebanon**

*Role:* Leading on the Startup Championship competition project. Included;

- Communicating and connecting with entrepreneurs, investors, speakers and partners.
- Managing the database and competitions websites.
- Research and Benchmarking. Approaching and coordinating with supporting partners for the competitions.

**Senior Monitoring Supervisor at Promo-Fix | September 2014 - May 2016, Lebanon**

*Role:* Monitoring, and analysing clients broadcast media spots we booked. Included;

- Media Planning
- Liaising with Monitoring companies
- Preparing daily reports, and feasibility reports to share with the clients

**Account Manager and Assistant Director at Ebtekar | April 2012-June 2012, Libya**

*Role:* Maintaining existing client relationship and seeking potential customers. Included;

- Client servicing
- Media, and budget planning.
- Coordinating with the creative department art material

**Account Manager at XM / Gulf Interactive | December 2007 - February 2011, Qatar**

*Role:* Managing clients accounts. Included;

- Coordinating with the creative and marketing team
- Editing and updating client's websites
- Consulting clients on how to improve their websites and online presence.
- identifying potential clients and business opportunities

(Worked with high profile clients; to name some, Her Highness Sheikha Mozah's office, Al- Shaqab equestrian center for His Excellency Sheikh Mohammed, Qatar Foundation, Qatar Science and Technology Park, Qatar MICE Development Institute. In addition to partners like Al Jazeera channel, The Fire factory from London and Amadeus).

## **Client Servicing and Advertising Media booking Coordinator at Qatar Information and Marketing | August 2006 - March 2007, Qatar**

*Role:* Media planning, media booking and coordinating with clients. Included;

- Advising clients on advertising approach
- Coordinating with sales representatives
- Prepare booking orders for the newspapers
- Prepare daily invoices and reports for the accounts

## **Freelancer at ACNielsen Marketing Research | July 2005 - August 2006, Qatar**

*Role:* Telephone surveys, call checks, and editing questionnaires.

## **Volunteer at the UNVP | Lebanon:**

- *First Step Together Association 2001*- Awarded Certificate of Recognition
- *Lebanese Physical Handicapped Union 2002* - Awarded Certificate of Recognition
- *Youth Association for the Blind 2003* - Awarded Certificate of Recognition

## **Education**

### **Lebanese American University (LAU) | Lebanon, 2000 -2005**

- BS in Business Marketing (Graduated with honors)
- 2 honors and 3 Distinctions
- Total G.P.A is 3.38 over 4.00
- Successfully completed 24 projects

### **International School of the Martyrs | Libya, 1997 - 1999**

- Irish Leaving Certificate

### **International School of the Martyrs | Libya, 1995 - 1997**

- American High school diploma
- Honor list

## **Professional and Computer Skills**

- Interpersonal and communication skills
- Highly organized
- Capable of working under pressure to meet deadlines
- Great team player, dedicated and loyal
- Microsoft package competency
- Content Management System (CMS)
- Statex Software

## **Hobbies**

Helping people in need, group work, traveling, reading, drawing, meeting new people, cultural studies and philosophy.

## **References**

Available upon request.