

# Hage Sandra

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## OBJECTIVE

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Motivated to enhance my experience through a pioneering company in the field of marketing or related field.

## EDUCATION

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### Sagesse University

Furn El Chebbak, Lebanon

*Bachelor of Business Marketing*

Sep. 2012 – July 2017

### Beirut Evangelical School for Girls & Boys

Rabyah, Lebanon

*Lebanese Baccalaureate of Sociology and Economics*

Sep. 1996 – July 2012

## WORK EXPERIENCE

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### Beirututing.com

Lebanon's most visited Entertainment Website

#### *Social Media Executive*

Oct. 2016 – Oct. 2017

- Creates marketing and social media campaigns and strategies  
Collaborates and coordinates with many BHV (BHV Christmas), cinema VOX campaigns
- Copywriting, translation and Proof reading articles  
Co-writes and edits creative content with many Huawei, Careem, Kiko Milan campaigns
- Develops engaging, creative, innovative content for the company's social media accounts through regularly scheduled posts that enlighten audiences and promote brand-focused messages
- Utilizes extensive knowledge of social media advertising to create ad budget and placements. Quickly builds engagement via promotions and giveaways

### Garff Group

Promotional & Advertising Materials

#### *Sales Coordinator*

Mar. 2013 – May 2014

- Suggested product improvements to the management

- Responded and dealt efficiently to client inquiries & problems
- Managed data entry & closed client accounts
- Acted as an indoor sales executive for the Garff Group showroom
- Processed & filed client orders
- Followed up with artwork department, customers & delivery

## Bob's Diner

July 2012 – Sep 2012

Restaurant

### *Waitress*

- Trained other staff members on various tasks and duties
- Responded to customers' complaints and resolved their issues under pressure

## VOLUNTEER WORK

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Animals Lebanon & BETA

July 2012 – August 2014

### *Volunteer*

- Fostered stray dogs & helped find them a home

Global Peace Federation

June 2010 – July 2012

### *Volunteer*

- Volunteered in reforestation projects in multiple areas in the North of Lebanon

## SKILLS

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### Computer:

- Microsoft Office Suite: *Word, Excel, Access, PowerPoint, Outlook*

**Languages:** English (*Highly proficient*), Arabic (*Native*), French (*Working proficiency*)

## REFERENCES

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Available Upon Request