

Mohammad Taleb

Current Location : Beirut, Lebanon
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Birth Date : 25th December, 1993
Nationality : Lebanese
Marital Status : Single

MARKETING PROFILE

"To work in a sales driven operation within which I can utilize my personality and education to create marketing material and events to support the organization's growth and market presence

Results Focused and highly motivated fresh graduate looking for opportunities in marketing and sales. Strong customer service and communication skills developed through my several years of work in events management. Focused, driven and eager to grow and learn new skills that will enhance my performance.

ACADEMIC QUALIFICATION

American University of Science and Technology – Lebanon/ (2018)

105 Credit Hours, Bachelors of Marketing and Advertising

- ✓ Social media platforms and analysis
- ✓ Consumer behaviour
- ✓ Marketing research
- ✓ Strategic marketing
- ✓ International marketing
- ✓ Advertising psychology
- ✓ Advertising creativity

European Lebanese School – Lebanon (2012)

Official Lebanese BAC

WORK PROFILE

Freelance, Events Management 2014 – Present

Created and managed birthday parties and bespoke celebrations based on client request

Key Responsibilities:

- ✓ Pitch my services to clients and present my portfolio of work
- ✓ Negotiate terms with clients
- ✓ Setup party theme and prerequisites
- ✓ Negotiate with suppliers and freelancers when required
- ✓ Lead the preparation for the event
- ✓ Quality Control and supervise delivery of services

Associate, Kids Planet **2014 – 2016**

Worked with parents and kids to provide a unique experience to clients

Key Responsibilities:

- ✓ Developed communication skills through working with children and handling safety measures.
- ✓ Responsibilities included staffing and scheduling for events, and the development of show performances for children
- ✓ Received training and applied learnings in social media advertisement
- ✓ Responsible for booking birthday and group packages as well as classes

Associate, FRIZZY **2012 – 2014**

Worked with parents and kids to provide a unique experience to clients

Key Responsibilities:

- ✓ Responsibilities involved the tracking and maintaining of equipment inventory
- ✓ Focused on delivering great customer service and experience

HOBBIES

Music, Sports, and Travel

Skills

Communication skills
Relationship building
Leadership
Sales
Microsoft Office
Time Management