

HALA MERHEB

Beirut, Lebanon

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EXPERIENCE

SAUDI AIRLINES

10/2016 – PRESENT

ANALYST- SALES SUPPORT

- Conduct market research and analysis of fares in order to compete within the market.
- Undertake sales visits to build and maintain client relations.
- Set incentives and annual targets for partner clients.
- Identify new lead sixth Freedom markets and establish their sales strategy.
- Analyze weaknesses in sales and formulate appropriate solutions.
- Focus on key KPI's and provide variance report to management on actual vs. forecast vs. budget vs. last year.
- Ensure all departments comply with company sales expectations while communicating obstacles & achievements.

ABOU NASR & ASSOCIATES

05/2015 – 07/2015

INTERN- AUDITING

- Prepared financial reports, such as balance sheets and income statements, invoices, and handled client tax statements.
- Assisted with research, filing, data entry, recording and maintained accurate and complete financial records.

EDUCATION

AMERICAN UNIVERSITY OF BEIRUT

06/2016

BACHELOR OF BUSINESS ADMINISTRATION, with an emphasis in Finance.

DAR JANA INTERNATIONAL SCHOOL OF JEDDAH

06/2012

HIGHSCHOOL DIPLOMA

SUMMARY SKILLS

- **COMPUTER SKILLS:** Apollo, Amadeus, HTML, MS Word, Microsoft Excel, PowerPoint, Google Analytics, & Facebook Insight.
- **LANGUAGES:** Arabic, English, & Intermediate French.
- **SOFT SKILLS:** Team- Player, Adaptable, Punctual, Able to work under pressure.

INTERESTS & HOBBIES

- Foodblessed Hunger Hero Volunteer
- AUB Varsity Swimming Team
- AUB Choir

References & Additional Information Available Upon Request.