



Mira Banat

Career Objective

An enthusiastic business -oriented individual with a motivation to reach high positions

Contact

Phone

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Email

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Address

Beirut, Lebanon

Education

Lebanese International University

Management Information Systems 2021- 2025

Makassed- Omar Ben Al khattab

Baccalaureate 2006-2021

Expertise

- Microsoft Excel
- Microsoft Word
- Outlook
- Mysql
- Canva
- Tableau

Language

English

Arabic

French

Experience

HEXA Coworking

Community Officer

May 2024-Present

- Organizing events and activities to involve community members.
- Acting as a liaison between the organization and the community.
- Promoting community resources and support services.
- Partnering with local organizations, agencies, and stakeholders.
- Analyzing data to identify trends and areas for improvement.
- Documenting community interactions and outcomes.

Furla

Senior Sales

June 2023 -December 2023

- Operate POS and administrative computer systems
- Receive new product and incorporate it into current inventory via POS inventory management system.
- Collaborate with team members to enhance sales by setting a plan
- Inform customers about all product-line and services offered by the company.
- Assist in training associates on sales, customer service, operations, merchandising, and product knowledge.

Celio

Sales Associate

December 2021 -June 2023

- Provide excellent customer service skills
- Collaborate with team members to achieve tasks and monthly target
- Dealing with customers and understanding their needs
- Practiced and executed all store regulations/policies in a professional manner.

References

Availabe upon request