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|  |  | GHINWa Tohme  SEO Content Writer |
| Profile I am Ghinwa Tohme, 34 years old, a trustworthy honest individual who does her job fully professionally. I am a fast learner and I can work with a team and be a leader. I take advice and comments seriously to improve my skills and take it positively.  My short-term objective will be focused on excelling and learning as much as I can to be able to meet our customer needs and have them completely satisfied with our services. That would allow me to achieve my long-term objective which is to be a leader in your organization, who leads for the benefit of the group not individual. Contact PHONE:  +96171123679  WEBSITE:  <https://bit.ly/2kgnsNT>  EMAIL:  [ghinwamajedtohme@gmail.com](mailto:ghinwamajedtohme@gmail.com) Hobbies Hobby : Writing  Hobby : Reading  Hobby : Cooking |  | EDUCATIONSaint Joseph University, Beirut 2011  Bachelor in Administrative and Political Sciences WORK EXPERIENCEAhwal Media Writing articles Asia News Writing articles Yawmiyati SEO Content Writer Feb 2019  [Writing articles about Fashion, Beauty,Health and Lifestyle-SEO] Sayidaty.Net News Editor Apr 2017 – Jun 2018  [Editing articles and searching for photos related to every subject then uploading them on the system with all the tags and hyperlinks] Moms & Babies Sales Aug 2015 – Apr 2016  [Sales Representative responsible for generating leads and meeting sales goals] Addiyar News Editor 2017  [Writing articles about Fashion, Beauty,Health and Lifestyle] Al Maghareb News Writer 2015 - 2016  [Writing articles about Fashion, Beauty,Health and Lifestyle] Issam Chehade Clinic Secretary 2012  [answering calls, taking messages and handling correspondence  maintaining diaries and arranging appointments]  -Familiar with Microsoft Excel |