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Objective

To be continuously learning and gaining knowledge from a dynamic and respectable organization where I will be able to use my full potential and in return add value to the environment around me.

Profile

Self-motivated, energetic, adaptable, great attention to detail, capable of working independently & in a team, having the ability to take challenges & successfully meet objectives set, able to work under pressure. Excellent communication skills, both in English & Arabic, proficient computer literacy with ability to effectively implement objectives.

Work Experience

Marketing Executive at Bayt.com

Jordan – Amman

Responsibilities Included:

- Event planning and coordination.
- Amend templates on Adobe Illustrator for social media, newspaper & other media.
- Social Media Analysis: Track social media performance.
- Responsibilities as previous position below.

Junior Marketing Executive at Bayt.com

Jordan – Amman

Responsibilities Included:

- Online Customer Empowerment: Handling all email correspondence with Bayt.com's database of job seekers. Identifying and assessing needs, and acting as a liaison to provide information and resolve any emerging problems, to empower job seekers and guarantee satisfaction.
- Social Media Scheduling and Moderation: Communicating with followers on social media. Scheduling posts and articles to be published.
- Presentations: Amend and customize presentations for events and workshops.
- Support the marketing team in daily administrative tasks.

January 2020 – April 2020

April 2018 – December 2019

Marketing Intern at Time Center

Jordan – Amman

Responsibilities Included:

- Launching a new brand "Pandora".
- Learning the sales and display techniques of "Pandora".
- Organizing launch activities.
- Social Media Customer Responses.

Education

| 2017/2018 | American University of Madaba | Madaba, Jordan. |
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| Undergraduate Degree: Business Administration. | | |
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| 2011/2012 | Modern Montessori School | Amman, Jordan. |
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International Baccalaureate Program.

Skills

- Communication / Level: Expert
- Adaptability / Level: Expert
- Teamwork / Level: Expert
- Time Management / Level: Expert
- Ability to Work Under Pressure / Level: Intermediate
- Planning / Level: Expert

Languages

- Arabic / Level: Native Speaker
- English / Level: Expert