

# Nay Riachy

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Nationality: Lebanese

Date of Birth: 30/4/1993

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## EDUCATION

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| Sep 2012 – Jun 2016 | <b>Université Saint Joseph de Beirut – Beirut, Lebanon</b><br>Bachelor in Business Administration |
| Sep 1996– Jun 2011  | <b>Notre Dame de la Paix – Dora, Lebanon</b><br>Baccalaureate in Sciences and Economics           |

## PROFESSIONAL EXPERIENCE

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| Jul 2014 – Aug 2014 | <b>Grey Beirut – Sin el Fil, Lebanon</b><br><i>Internship – Client Servicing Department</i><br><ul style="list-style-type: none"><li>• Meeting and liaising with clients to discuss and identify their advertising requirements</li><li>• Making pitches to try to win new business for the agency</li><li>• Monitoring the effectiveness of campaigns</li><li>• Ensuring that communication flows effectively</li></ul> | (International advertising and marketing company) |
| Jan 2012 – Dec 2013 | <b>Philip Morris International – Beirut, Lebanon</b><br><i>Freelancer- Sales</i><br><ul style="list-style-type: none"><li>• Marketing and promoting Marlboro and Parliament products in various sales points in Beirut</li><li>• Planning and coordinating multiple events</li></ul>   | (International tobacco Company)                   |
| Jul 2011 – Aug 2015 | <b>Center A+ – Rabieh, Lebanon</b><br><i>Private Tutor</i><br><ul style="list-style-type: none"><li>• Assisting students in the Middle and Secondary School with their homework and exams (Subjects taught include Sociology, Economics and others)</li><li>• Engaging in fundraising events in the Center to help students with less financial ability to continue their studies</li></ul>                              | (Regional private tutoring center)                |
| Jan 2008 – Dec 2011 | <b>Privilege and Christies agency</b><br><i>Hostess and promoter</i><br><ul style="list-style-type: none"><li>• International brands promoter: Samsung, Net host, Nokia, Crest...</li><li>• Hostessing: Wedding follies, Motor show, Project Lebanon...</li><li>• Best Promoter of the year by Privilege (2010)</li></ul>  | (Regional hostessing and promotion agency)        |

## LANGUAGES AND COMPUTER SKILLS

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| <i>Language</i> | <b>English</b> | Fluent |
|                 | <b>Arabic</b>  | Native |
|                 | <b>French</b>  | Fluent |

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| <i>Computer skills</i> | MS Office (Outlook, Word, Excel, PowerPoint and Access) |
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## EXTRACURRICULAR ACTIVITIES AND INTERESTS

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- Charity work, Planning a yearly Christmas campaign for refugees and disadvantage people
- Certified "etiquette et savoir vivre" and protocol consultant worked with the ministry of Tourism
- Red Cross first aid medic volunteer
- Actress and Public figure