

Mariah M. Damaj



Sept 2014 – July 2017

Saint-Joseph University

Bachelor of Business Management (BBM) | Business.

Sept 1999 – June 2014

Lycée-Franco-Libanais

Lebanese and French Baccalaureate Diplomas.



Enthusiastic, sociable and elegant with a monstrous drive for highlighting the pillars of organizational success. Well-versed and updated in the fields of marketing, research, advertising and consulting.

Skilled individual who has the proven ability to meet corresponding deadlines and exceed the standard expectations.

Confident communicator and critical thinking with a hawk-eye for the sharpest of details and intricacies.

July 2018 - Present

Account Executive Manager | JK advertising

- Consulting clients about campaign requirements.
- Presenting campaign pitches and costs to clients.
- Writing creative briefs for the creative department.
- Monitoring work progress and keeping in contact with clients at all stages.
- Delivering final products for review.
- Writing detailed reports for the client and the agency.

April 2018 - June 2018

Business Analyst at HEED

- Undertook daily research related to ongoing projects.
- Assisted project meetings, documentation and implementation of procedures.
- Assisted in preparing reports and deliverables required during any project engagement.
- Built complex analytical models, based on sound scientific principles, and matrices for analyzing clients' sales organization.
- Reviewed and summarized internal data gathered from clients.

August 2017 -April 2018

Product Consultant at American Express

- Cold-called prospective customers and received inbound sales lead calls.
- Established new customer accounts.
- Generated high referrals volume.
- Documented sales by creating or updating customer profile records.
- Served customers by helping them select products.

February 2017 - June 2017

Marketing and Sales at Fattal Group

- Identified marketing opportunities by spotting consumer requirements.
- Demonstrated features and operations of products.
- Assisted in payment procedures.
- Made products appeal to the target market.

March 2017 - April 2017

Online Trading at Bank Med

- Developed trading strategy.
- Managed banking transactions including money transfer, and foreign exchange.
- Regularly executed Buy/Sell trading orders.

July 2016 - August 2016

Internship | Digital Marketing and Client Servicing at Leo Burnett

- Assisted the client servicing department in doing research to identify specific business problems.
- Worked with P&G for the Always project.
- Developed creative briefs, presentations and analytics reports.
- Worked on the communication and digital strategy for Philip Morris and Pokémon Go.
- Developed a telecommunication benchmark report for Alfa.
- Developed a benchmark report for Soha Water & international mineral water.
- Conducted surveys in regards of different accounts held by Leo Burnett.

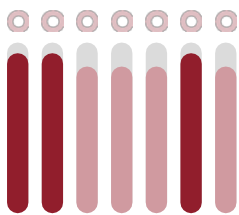
June 2016 - July 2016

Internship | Central Bank of Lebanon

- Assisted the Central Bank Museum.
- Assisted the finance and accounting department in doing trend reports and quiz.



Microsoft Office
Mac OS
Research
Analytical Thinking
Business Curiosity
Communication
Quality Control



04 – 05 - 1996

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