

LAYAL HADDAD

MARKETING SPECIALIST



PROFESSIONAL EXPERIENCE

KADOON CLINICS MARKETING EXECUTIVE

2016 - PRESENT
APRIL

Assists in developing and implementing marketing strategies and campaigns across various social media platforms including Facebook, Twitter, Instagram and Google AdWords. Also assists with client management, social media accounts management, email marketing, SEO content, and other diverse marketing tasks.

EL AJOU HOLDING GROUP EXECUTIVE SECRETARY

2013 - 2013
FEB AUG

Provide executive-level administrative support to the Vice President, was responsible for maintaining and organizing calendars as well as making appointments with senior level executive professionals, handled the task of booking all travel related items including airfare, hotel accommodations, car rentals, limo transportation and airport meet and greets, handle all incoming emails and respond on the executive's behalf if need be. responsible for handling all phone calls and enquiries, communicate professionally and effectively as well as excellent telephone etiquette.

EDUCATION

MASTER MIND & HANDS ON DIGITAL MARKETING COURSE
NEW ERA COMPANY 2017

MARKETING BACHELORS DEGREE
DAR AL ULOOM UNIVERSITY ON- GOING

BASIC INFORMATION

NATIONALITY: Lebanese
RESIDENT OF: Riyadh, Saudi Arabia
SAUDI ARABIA: +966 53 929 3313
E-MAIL: layalhad@gmail.com

SUMMARY

"Out of the box" thinker that is inspired by innovation, passion and creativity.

OBJECTIVES

To apply my knowledge & acquired skills within a professional environment that will sharpen my skills and challenges me to achieve the best and promotes personal & organizational development.

SKILLS

- Initiative
- Team player
- Content creation
- Reports and Analysis
- Customer relations
- Excellent time management skills
- Creating marketing ideas
- Business development skills
- Multitasking
- Excellent communication skills
- Excellent tracking and follow-up
- Excellent computer skills
- Microsoft office (excellent)
- Exceer system (good)
- Automating all tasks
- Filing and archiving
- Working under pressure
- Friendly personality
- Creating marketing campaigns
- Monetizing campaigns