**ABOU ARRAJ Rania**

Sed El Bauchriyeh, Sagha Street, Hayek & Fakhry bldg, 7th Floor

**Mobile:** 76/ 672 682

**Email:** raniaabouarraje@hotmail.com

* **Personal information:**

**Nationality:** Lebanese

**Date of birth:** April 21th, 1993

**Marital status:** Single

* **Educational Background**

|  |  |
| --- | --- |
| 2015-2016 | 4th year Marketing and advertising at AUL University/Dekweneh |
| 2012 | Lebanese baccalaureate, ES Branch |
| 2008 | Lebanese Brevet |

* **Professional Experience**

**2016 (present):**

**Sales Associate –** Dareen International Co. SARL

**-Responsibilities:** Helping customers to find their needs by providing them a full customer service procedure, handling cash, receiving new products and make the right display, replenish the floor, follow up target and business plan, responsible of the VM and the visual display of the store

**2015:**

**Visual Merchandiser** – Home Centre (Landmark Company)

**-Responsibilities:** Follow Brand standards as for guidelines to promote products, create new visual concept, organize all the store and sections, and follow up all changes related to seasons or promotions…

 **Sales Representative** – AZADEA / Decathlon Le Mall Dbayeh

* **Responsibilities:**  helping customers to find their needs by explaining to them all information and product knowledge for each product, visual display for the section that I'm responsible especially helping the visual coordinator coming from Decathlon France, refill the floor with the missing sizes or styles, helping customers in fitting rooms respecting a specific schedule, follow up target and daily budget achieved, call customers if needed, receiving new merchandises.

**2014-2015:**

 **Store Manager** – La Vie en Rose (From 1/2/2014 Till 15/4/2015)

* **Responsibilities:** Training and orienting employees, follow up budget and the store target daily, monthly and for the whole year, transfer in and out the merchandise coming from warehouse, visual display, customer's service, planning and organizing employee's job, resolving customer's problems and objections, resolving staff problems and conflicts.

 **2012-2014:**

 Sales Representative – La Vie en Rose (from 20/8/2012)

* **Languages:**

|  |  |  |
| --- | --- | --- |
|  | **Written**  | **Spoken**  |
| **Arabic** | Excellent  | Excellent  |
| **French** | Excellent | Excellent |
| **English**  | Excellent | Excellent |

* **Interests:**

Fashion

Cooking

In all kinds of music

* **Computer skills:**

Microsoft Word, Microsoft Excel, Microsoft Power Point, Microsoft Outlook