

Personal Details

Name: Rita El Helou.
Date and Place of birth: 13/10/1986- Jezzine.
Marital status: Married.
Address: Jezzine.
Mobile: 76 47 21 57.
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Academic Records

- 2012-2013 : Certificate from Sabre online solutions.
- 2005→2009: BA in English Literature
Lebanese university-Fanar.
- 2004-2005: Lebanese Baccalauréat- Sociology-Economy's division
Jezzine High School - Jezzine, Lebanon.

Professional Experience

™2014-2015: English teacher at Eastwood college- Mansourieh.

™2013-2014: English teacher at Adma International School.

™2012-2013: Airline ticketing agent at Dar Al Handasah-Verdun.

™2010-2012: Executive assistant at Librairie
Antoine-Antoine-headquarters-Antoine-headquarters-English department.

™2009-2010: English Teacher at Saint Rita Technical school-Dbayee.

2020-till now: Freelancer online marketing and seo intern at Dow group company located in Dubai

Computer Knowledge

- Office tools:

Excel, Word, PowerPoint, Outlook.

.Website data entry and seo pluggins

. Seo platforms :Ahref, rankactive

Languages

- Arabic: Mother tongue
- French: Fluent
- English: Fluent