

SARAH ALAMIR

MARKETING COORDINATOR

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 Saudi - Riyadh

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EDUCATION

BACHELOR OF SCIENCE IN MANAGEMENT

Princess Noura Bint Abdulrahman University

2016-2020

Courses:

- Innovation and change management
- Project Management
- Organizational Behavior
- Principles of Marketing

SKILLS

- Project Management
- Problem-Solving
- Conduct Market Research
- Verbal & Written Communication
- Team Player
- Flexible \ Adaptable
- Decision Maker
- Microsoft Office

LANGUAGES

- ARABIC
- ENGLISH

EXPERIENCE

MARKETING COORDINATOR

intalio company - Digital Transformation Solutions

jun 2022 - present

- Plan and manage meetings, events, conferences
- Maintain a directory and inventory of sales support materials
- Conduct research
- Support the Marketing Director in evaluating and establishing the marketing plan and strategy

MARKETING ASSISTANT

Nqraa company

Aug 2021-May 2022

- Manage social media channels
- Content writing
- Market Research
- Contact Clients

SALES EXECUTIVE

Tawuniya insurance company

Aug 2020-Feb 2021

- Promote and sell all the types of insurance
- Create insurance policy
- Research and analyze sales options

CERTIFICATION

IELTS test score (5).
May 2021