

Account Manager

An FMCG company.

Location: Dbayeh, Lebanon

Major: degree in Business Administration, Marketing, or any related field

Experience: 2 – 4 years of experience

Major Responsibilities:

- Support the manger in finalizing customer orders
- Follow-up on payments and after-sales service to ensure growth of business
- Assist in analyzing the sales cycle, identifying trends of products, consumer behavior

Additional Information:

- Fluent in English; Spanish or French is a plus
- Excellent organizational and time management skills
- Proficient in Microsoft office (Good command of Excel)

Salary: \$800 - \$1000

How to Apply:

Kindly send your CV or contact the Career Services Center, E-mail: career.services@balamand.edu.lb,
Ext. 7801; 7802