

# Melodie Dahdah-Varin

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514-318 5415

## Languages

- English: Spoken / written - fluent
- French: Spoken / written - Mother Tongue
- Arabic Spoken / written - Fluent

## Computer Skills

- Proficient in Microsoft Windows, the Internet, as well as strong keyboarding skills
- Adobe : Illustrator, InDesign, Photoshop
- Microsoft Office: Word, Excel, Power Point

## Education

Fashion Marketing program at College LaSalle International School of Fashion, Arts & Design,  
Montreal Quebec, Canada

2017 - ongoing

Saint-Basil Institute of Design, North Governorate, Lebanon

2009 - 2010 Fashion Design

2007 - 2009 Pattern Making

## Summary of Skills

- Reliable and Committed with strong interpersonal skills
- Dedicated team worker / manager as well as individual task executor
- Organization and time management
- Proven client service skills
- High drawing & sewing skills
- Ability to generate ideas and concepts

## Working Experience

2013-2016

Regional Director- Operations and Sales at Think Kitchen International, Beirut, Lebanon

- Overseeing the expansion of the company into different potential markets
- Strong focus on marketing the company within the Beirut region
- Supervising the whole store-creation / opening process
- Meeting with different Boutique Managers to oversee sales and customer satisfaction targets

2012-2013 Boutique Manager at Think Kitchen International (Stokes Inc.), Central Beirut, Beirut, Lebanon

- Training mid-level employees on senior store management procedures
- Making sure all objectives are on target: Sales, Customer Satisfaction & Loyalty
- Directly managing the boutique's visual merchandising
- Interviewing / Hiring potential customer service representatives

2011-2012 Assistant Store Manager at Stokes Inc., International, Montreal, Quebec, Canada

- Training new employees on different matters of customer service
- Entry-level administrative affairs
- Manage scheduling for employees

2011 Fashion Show Director for Maison Adam Zayat, Dubai, United Arab Emirates

- Oversee every aspect of the event

2010-2011 Fashion Designer for Maison Jamil Khansa, Downtown Beirut, Beirut, Lebanon

- Creating / visualising an idea and producing a design

2009-2010 Fashion Designer for Maison Antoine el-Kareh, Beirut City, Beirut, Lebanon

- Create fashion design plans and foster new fashion concepts