<table>
<thead>
<tr>
<th>Job Type:</th>
<th>Full-time</th>
</tr>
</thead>
<tbody>
<tr>
<td>Job Title:</td>
<td>Database Research Executive</td>
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Application Deadline: December 31, 2016

Reference Number: FSED16-20

**Company Description**

NAME OF FIRM/INSTITUTION: IFP Group -(ACM Lebanon)

TYPE: Regional

INDUSTRIAL SECTOR: Events Industry

FIRM WEBSITE: www.ifpexpo.com
Job Description

BRIEF JOB DESCRIPTION:

We are looking for a strong Database Research Executive to plan and build a profitable database within ACM's Marketing Department, by conducting optimal researches aimed at target audiences and providing support to the Sales/Marketing teams. You will work within a dedicated marketing team and receive regular training and mentoring from an experienced Line Manager in order to provide you with the customized tools and techniques to meet your targets.

JOB LOCATION: Hazmleh, Lebanon

DEGREE: BACHELOR

MAJOR/EMPHASIS: Business Administration, PA, PR, Journalism, Literature

WORK EXPERIENCE: 0-1 YEAR

SKILLS:

Language Skills: Arabic Language, English Language
Computer Skills:
Other Skills:
- Research expertise
- Creative, persistent and diligent pursuit of relevant data
- Good command of English language and communication skills
- Analytical thinking skills
- Hardworking and solution-driven
- Computer literate - Excel Mastery required
- Fast typing and accurate data recording skills with strong attention to details

Basic Salary Range:

Other benefits include:

WORKING DAYS: FROM MONDAY TO FRIDAY

WORKING HOURS: FROM 8:30 TILL 5:30
How to Apply

Interested candidates may send their resumes to mg03@aub.edu.lb specifying the reference number: **FSED16-20**

If you wish to be removed from the mailing list of Career and Placement Service, Student Affairs, click on the following hyperlink: http://tinyurl.com/CPS unsubscribe and fill the necessary information.

**ALL STUDENTS AND AUB GRADUATES SHOULD ATTACH THEIR UPDATED RESUME WITH EVERY JOB APPLICATION; OTHERWISE, YOUR EMAIL WILL BE DISREGARDED.**

For further information, please do not hesitate to contact:

**Dr. Maryam Ghandour**

*American University of Beirut*

*Career and Placement Services*

*West Hall, Room 112 E*

*P.O. Box 11-0236 Riad El Solh*

*Beirut 1107 2020, Lebanon*

*Tel: +961 1 350000 Ext: 3172*

*Tel/Fax: +961 1 744 488*

*E-mail: mg03@aub.edu.lb*

*Website: http://www.aub.edu.lb/sao/cps/Pages/index.aspx*

The job vacancies are for AUB students and alumni ONLY.