

[Ghizlane.338123@2freemail.com](mailto:Ghizlane.338123@2freemail.com)

Ghizlane

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| Education | Année  **22013-2015 :** Specialized technician diploma « Responsible for processing banking and transactions” at the international training center of banking professions (CIFPB) in CASABLANCA.  Anné e **2011-2012 :** First year at the university of economics and management in MOHAMMEDIA.  **Année 2010-2011 :** Baccalaureate option physical and chemical sciences at high school Aljoulane MOHAMMEDIA. |
| Career history | **April 2016 – January 2017** : **Assistant Manager at ADEIS CONSEIL**   * Managing the administration aspects of real estate sales * Operational management of customer contracts * Classification of accounting documents * Validation of commercial medias : advertising inserts, sales brochures, logos…   **December 2015 : Membership consultant at PASSAGE FITNESS**   * BtoC direct selling and managing the administrative side, Customer focus * Recovery and monitoring of customers’s files * Phone prospecting and direct marketing   **March –July/2015 : Telemarketer BtoB at IMA TELEVENTE**   * Selling law books and digital solutions of éditions francis lefebvre * Preparing quotes and sending commercial propositions * Demonstration of the digital solutions to the customers and objections treatment   **April 2014 :** **Internship at La Banque Centrale Populaire – Maarif agency**   * Front desk and cashier * Accounts opening   **April 2012/September 2013 : Technical assistant - the hotline Orange at PHONE GROUP**   * Receiving calls, customer assistance * Taking records, objections treatment * Promotion of the new products and services |
| Skills and interests | **Languages** : French : Fluent ,  English : intermediate,  Arabic : fluent.  **Skills :** develop client portfolio, ensuring customer care, sales technics and trading, customer orientation…  **Computing** : Microsoft word, excel , powerpoint.  **Interests :** Traveling, reading, decoration, music… |
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