



OUMAIMA BENOUA

MBA PROJECT MANAGEMENT

I am passionate and interested in an experience in the field of project management, sales, marketing and supply chain .

TOP SKILLS

- **Hard Skills**
 - Business valuation
 - Market Analysis
 - CRM
 - Stakeholders management
 - Budgeting and Cost Analysis
 - Data mining and analysis
 - Procurement and purchasing
 - Import/export management
 - KPI & dashboard development
- **Soft Skills**
 - Observation
 - Decision Making
 - Communication
 - Problem-Solving
 - Planning

CERTIFICATES

- Accredited TEFL/TESOL certificate | World TESOL Academy, 16/04/ 23
- Certificate of MASTERING BUSINESS ETIQUETTE | Udemy, 05/03/23
- Certificate of DIGITAL MARKETING 101 | SimpliLearn, Digital Marketing, Dec/21
- Certificated by <<SMAMM>> Participating in the event and it contribution | Scientific day of <<SMAMM>> - Rabat, 10/04/19

LANGUAGES

- English - Advanced
- French - Upper intermediate
- Spanish - Beginner
- Arabic - Mother tongue

INTERESTS

- Read / Learn
- Horse riding / Tennis
- Travel / Culture / ART

CONTACTS



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EDUCATION

- **MBA PROJECT MANAGEMENT**
SIST BRITISH EDUCATION | CARDIFF UNIVERSITY - Tangier
2021 - 23
#Operations Management #International Trade
#International Marketing #Supply Chain #KPIs
#Accounting #Strategic Management #Project Management
- **BA BUSINESS MANAGEMENT**
HEM BUSINESS & ENGINEERING SCHOOL | LCI EDUCATION NETWORK - Rabat
2018 - 21
#Financial Analysis #Accounting #Management Control
#International Transport #Purchasing & Procurement Technics #Transportation
- **BACCALAUREATE IN SCIENCES, OPTION: PHYSICS & CHEMISTRY** | High school Qadi Ayad - Tetouan
2016 - 17

PROFESSIONAL EXPERIENCE

- **REAL ESTATE SALES | BIG RENTALS SARL 01/2023 - 05/2023**
Key responsibilities:
 - Online and partner research
 - Networking & communication
 - Negotiation and closing
 - Time and schedule Management
- **EXECUTIVE ASSISTANT (FREELANCE) | FGI SARL Administrative Management 04/2022 - 12/2022**
Key responsibilities:
 - Calendar and Inbox management
 - Event management
 - Expense reporting
- **LOGISTICS INTERNSHIP | APTIV SERVICES MAROC SARL Logistics & Production Control 06/2021 - 07/2021**
Key responsibilities:
 - Coordination in the production scheduling
 - Help in the follow-up of the raw material
 - Preparation of the capacity study
- **OBSERVATION INTERNSHIP | SOLINGE SARL Quality Management 01/2019 - 02/2019**
Key responsibilities:
 - Production flow analysis
 - Productivity of the manufacturing lines' calculation
 - Participation in the inventory
 - Entry of production data

VOLUNTEER WORK & ACTIVITIES

- MODERATOR OF CONFERENCE | Speaker and organizer : Education and COVID-19 - Tangier, 15/03/21
- TEAM COORDINATOR | Charity event for circumcision children issued from poor families who cannot afford the surgery - Rabat, 25/05/19