



Zeineb Cheniour

SUMMARY

I am an enthusiastic and hard-working person with a special passion for training who is always looking for acquiring new experiences.

With more than 14 years of rich and diverse professional career, I am still learning every day and trying to share my background and all what I know with the others.

I'm very fond of training, communication and sales.



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Sousse, Tunisia

SKILL HIGHLIGHTS

- Strong decision maker
- Good communication skills
- Team leader
- High training skills

LANGUAGES

- Arabic : mother tongue
- French : Excellent
- English : Excellent

EXPERIENCE

Chief communication sales and marketing officer | Sep 2020 until now

Enova Robotics, Tunisia

- Presenting the company in the different events : Brand representer
- Taking care of the customers' requests (robots' characteristics, quotes...)
- In charge of the different collaboration's requests, with local and international organisms
- In charge of grant files
- Preparing different presentations for different events
- Market survey
- Prospecting new clients (LinkedIn and fairs)
- In charge of the MENA region market
- Training of the internal staff and being part of the integration team
- Pitching in front of fundraisers
- Preparing different presentations for different events
- Reporting to the CEO
- Preparing the grant files
- Assisting the marketing team to prepare the marketing strategy of the company
- In charge of internal and external communication of the company

IT outsourcing manager | Apr 2019 To Mar 2020

Saymotech IT, Tunisia

- Managing the outsourcing department
- Selecting the CVs
- Prospecting new clients (LinkedIn and fairs)
- Following up with the clients
- Communicating with the engineers to have their updates about the projets realised
- Organising the interviews between the clients and the candidates

Account manager | Oct 2018 To Apr 2019

Quicktext, IT, Tunisia

- Training the new clients on the application Quicktext destined to the hotels
- Receiving the technical claims of the clients and reporting them to the support team
- Solving the technical problems of the clients by assisting them remotely and on time

- Senior trainer | Dec 2017 To Sep 2018
- Ozeol international commerce, Tunisia
- Training the new hires in the different departments
- Training people in the company and in our offices all over the world
- Preparing the training modules, integrating and following the new hires after the training
- Preparing the KPIs
- Preparing the training's and integration's final reports
- Preparing the internal process of communications and sharing it with our offices abroad
- Translating the reports and documents in French and English

Manager/Trainer | May 2015 To Dec 2017

Think Plus training & consulting, Tunisia

- Managing my own training office
- Contacting the trainers
- Organising the inter and intra trainings for companies
- Affording trainings in professional English (communication, business, medical...)
- Checking, correcting and translating articles, documents... for professionals

University teacher | Sep 2009 To Sep 2013

UPSAT (Private University for Paramedicals), Tunisia

- Teaching English for different levels and different specialties (Optics, Anesthesia, Physiotherapy, Nursing)
- Preparing the different modules and courses for all levels in the different specialties at the university

University teacher | Sep 2008 To Sep 2009

ISG (Higher Institute of Management of Sousse), Tunisia

- Teaching Business English
- Teaching English of Tourism

EDUCATION

Bachelor degree in English (4 years): 2008

Faculty of Letters & Human Sciences, Sousse, Tunisia