

SARAH RASHED

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Summary

Practiced in business development, partnerships and multi-channel outreach. Experienced in providing administrative support. Aspiring to provide **value**, **insight** and **clarity** through written communication in all forms. Especially interested in roles that allow for intercultural communication and exchange, and that lead to global experiences.

Skills

Content Writing · Research · Data entry · Editing and Proofreading · Partnerships
Coordination · Marketing · Business Development

Experience

PLAYBOOK, Bahrain

22/10/2025 - 22/12/2025

Intern

Supported large-scale partner outreach and lead generation across 5+ databases, handling 1,000+ outreach emails, 600+ enriched contacts, follow-up calls, CRM updates, and event admin support

Eitjah Coaching & Consulting Services, Bahrain

08/2021 - 01/2022

Intern

Maintained social media profile, scheduling interviews with prospective work candidates, provided admin support, helped with event management for Amazon Web Services Hackathon and Eitjah's Ladies Who Lead event etc.

Gulf Weekly, Bahrain

07/2018 - 09/2019

Youth Columnist

Produced weekly columns on a variety of topics related to productivity, student life, popular culture etc. in a timely weekly manner.

Alliance Française, Bahrain

07~08/2017

Volunteer

Drafted press releases for upcoming events, contacted companies regarding partnerships, assisted young learners French in their summer camp activities

Education

Hankuk University of Foreign Studies

09/2023 - 07/2025

Seoul, South Korea

M.A. in Korean Studies

Charleston University

02-2021 - 04/2021

Remote

Brett Lott Creative Writing Program

University of Bahrain

09/2017 - 07/2021

Zallaq, Bahrain

B.A. in English Language and Literature | Minor in French Language

Awards

Best Delegate Award - 2016

The British School of Bahrain Model United Nations

for representing the People's Republic of China in the SOCHUM Council

Best Journalist and Photographer Award - 2016

Indian International Model United Nations

for reporting the events taking place during the conference

Languages

English

IELTS Overall Band Score | Issued 01.2022

Korean

TOPIK 6 | Valid through 06.2025