

Marketing Intern, Business Development Intern, and Growth & Operations Supervisor- Servi- The Vet ed Freelancers Network for Family Services

Servi is an early-stage startup building an app that touches everyday life in Lebanon by connecting families with trusted freelancers while giving freelancers structured opportunities, income, and visibility.

1- Marketing Intern:

Major: degree in Marketing, Business Administration, or any related field

Experience: fresh graduates are accepted

Major Responsibilities:

- Handle digital marketing: channels, tools, and campaign execution
- Manage social media: channels, trends, content ideas, and scheduling
- Research and track metrics: KPIs, analytics, and data platforms
- Draft, plan, and create simple assets
- Conduct outreach across personal networks and communities

2- Business Development Intern:

Major: degree in Business Administration, or any related field

Experience: fresh graduates are accepted

Major Responsibilities:

- Recruit new freelancers to join the platform
- Build partnerships by engaging businesses, organizations, and communities
- Conduct competitive research by studying global service apps and identifying best practices
- Explore new channels and opportunities for market expansion and growth
- Gain cross-functional exposure by contributing to different aspects of the business

3- Growth & Operations Supervisor:

Major: degree in Business Administration, Management, Human Resources Management, or any related field

Experience: 6 - 10 years in operations, business development, or marketplace environments. Startup experience is a strong advantage.

Major Responsibilities:

- Help define freelancer supply targets per vertical and area.
- Identify and prioritize acquisition channels and adjust supply planning based on operational needs and early demand signals.
- Build relationships with universities, public and private institutions, and community organizations to grow the freelancer network.
- Lead freelancer acquisition through job fairs, partnerships, cold outreach, referrals, and on-ground initiatives.

Additional Requirements:

- Advanced Excel / Google Sheets for data analysis, dashboards, and funnel tracking
- Proficiency in Microsoft 365 and Google Workspace
- Hands-on experience with CRM and field outreach tools. Comfortable with project management platforms

How to Apply:

Kindly send your CV or contact the Career Services Center, E-mail: career.services@balamand.edu.lb, Ext. 7801; 7802