

Christine Roumouz Project Manager



Personel information

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Skills

Sales Analysis
Interior design
Graphics
Management
Great communication skills

Software

Adobe full collection
Photoshop
Illustrator
InDesign
CorelDraw
Autodesk
Sketchup pro 3D design
VCS configuration
Microsoft Office
Kitchen 3D configuration
3D max (fair)

Languages

French
English
Arabic

**"As an experienced project manager, my tenacious and proactive approach resulted in numerous important contract wins.
My excellent networking skills have provided my team with vital client leads, and my ability to develop client relationships has resulted in an increase in business renewals for my current organization.
After eleven years in sales & design, currently seeking a new challenge which will utilize my meticulous attention to detail, and friendly, professional manner."**

Professional experience

Inside Sal Gallery Vivre
Project manager

2007 till present

- * Scheduling delivery schedule and taking feedback for customer satisfaction.
 - *Helped in the opening of new showroom mono brand Baxter located in Beirut
 - Taking care of new clients showroom display.
 - *managing another showroom for the company Kartell flagship store in 2014
 - Inventory - sales - marketing etc...
 - *Organizing and displaying furniture for a design fair at the Italian embassy in 2012
 - That was a great success
 - Event was coordinated with Mrs. Rana Slim (commercial manager)
 - * Handling projects execution from pre-planning, design and presentation process through Furniture implantation on AutoCAD, InDesign and other tools.
 - *Closing deals and increase sales target.
 - *Ensuring project deliverable are completed at time by following up With the shipment and delivery department.
 - *Maintaining good relationship with customer.
 - *Very good presentation skills and exceeding customers' expectations.
 - *designed and delivered more than 100 projects from the different fields office furniture Kitchen design - residential In Lebanon and abroad.
- Project references:
- Villa Kali project, more than 2000m2 beach house
 - Villa bois de bolognes.
 - Villa Zuhair Murad outdoor furniture.
 - Skaff residence
 - Shammas residence
 - Chalfoun residence
 - Four seasons hotel rooftops
 - Qatar Airways
 - LAU cafeterias
 - Zaatar W zeit restaurants
 - Beirut souks food court
 - Deir el kalaa country club
 - Azadea offices
 - Arbooster offices
 - Original marine's office
 - College Louis Wegman director's office
 - Atcl restaurant
 - Bank audi Headquarter after sales services.
 - Kuwait university
 - etc.....
- *Sales and marketing plans and graphic design
- Design, plan, selling and delivering show flats.
- Reference: Sama Beirut show flat -Clemenceau ventures
- Art-directing and project managing the execution of a design book that contains All the company sales and projects.
 - Illustration and advertising design pages for the company IO magazine that is Quarterly published to over 3000 copies and available on the company s (Inside Sal Vivre gallery) website.
 - designing billboard for the relocation of the company to a new showroom.
 - Helped preparing and executing the company's new website by providing information And following up the execution with the design company (born interactive).
 - Taking care of social media Facebook, instagram, and newsletter for architects.
 - Architects visit and presentation of new design and brands.
 - Organizing outings & events for the staff
 - Football tournament - picnics - dinners - activities etc...

Crepaway
Waitress at Crepaway Broumana - Phone host
Cost control seminars
Time management
Customer service
SAS seminar (sales after sales)

2003-2006

Jesus & Mary school
-teaching arts to grade 1 activity class on weekend

2006

Free lancing
sketching portraits - paintings Interior design,
Children books illustrations

Workshop & trainings

-Milano design Fair - Italy 2016
-Pesaro Design Fair - Italy 2009
-Vitra Offices and home training - Germany 2012
-Berloni Kitchen design training - Italy 2009
-Cost control seminars -Time management - Customer service (crepaway)
-Workshops: photography at Dar el Moussawer hamra
-Silkscreen printing - soap making at Vermillion rouge Furn el chebbak

Areas of expertise

*Sales
*Up selling
* Product launch
*Customer care
*Arts & design Design Skills
*Space Planning, color scheme
*Graphic design, advertising layouts, interior design, kitchen design expertise

Education

IBA2 Lebanese university of fine arts 2010-2012 interior architecture courses
IBA2 Lebanese university of fine arts 2007-2004
Graduated B+ student bachelor in fine arts
Lebanese university faculty of science 2003-2004
1 year bio chemistry graduated from college - life science

Hobbies

*Drawing , reading, listening to music & travelling