

IBRAHIM KHALIL EL GHOUL

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OBJECTIVES

To succeed in an environment of growth and excellence, and earn a career that would help me achieve personal as well as organization goals.

EDUCATION

BS in Business Studies – Emphasis Management Sept. 2015 – Dec 2018
Lebanese American University (LAU), Beirut, Lebanon

French Baccalaureate Sept. 2000 – June 2015
Collège Protestant Français (CPF), Beirut, Lebanon

WORK EXPERIENCE

CELLAIRIS, Beirut, Lebanon June 2013 – September 2013
Shopkeeper

- Maintaining receipts, records, and withdrawals of the stockroom.
- Receiving, unloading, and shelving supplies.
- Performing other stock-related duties, including returning, packing, pricing, and labeling supplies.
- Welcoming customers by greeting them; offering them assistance.
- Helping customer make selections by building customer confidence; offering suggestions and opinions.

El Ghouh Co. SAL, Choueifat, Lebanon June 2012 – Present
Assistant Manager (own family business)

- Handling day to day administrative tasks
- Assisting manufacturing supervision with shop loading, monitoring program schedules.
- Assisting project managers and shop supervisors with work kit preparation.
- Ensuring that all the raw materials are stocked in appropriate quantities.
- Assisting the workers and technicians with required machineries and equipment and performing several other tasks as required.

AWARDS AND CERTIFICATES

- University Student Council member, LAU, Beirut, Lebanon. (*Sep. 2016 – Sep. 2017*)
- FCB Lebanon (football club captain), Beirut, Lebanon. (*August 2014 – Dec. 2015*)
- CPF – school football team captain, Beirut, Lebanon. (*Sept. 2014 – June 2015*)
- Bank Of Beirut- *hands on banking certificate*. (*April 2018*)
- Google X – *Leadership, change and innovation certificate*. (*June 2018*)
- MoneySMART – Certificate of financial literacy. (*June 2018*)

SKILLS & INTERESTS

Languages: French, English & Arabic (Fluent).

Computer Literacy: MS Office (Word, Excel, PowerPoint, Access).

Interests & Hobbies: Football & swimming,

REFERENCES

References Available Upon Request