

Date and Place of birth: 22nd August 1986, Bsaba - Lebanon

Nationality: Lebanese

Marital Status: Single

OBJECTIVE

Pursuit for a challenging & rewarding position in a dynamic organization, offering growth and opportunities that will utilize my education & experience.

Constantly, trigger fundamentals that are the building blocks for success, by not just meeting up with the set standards but becoming a standard that people seek to meet up with.All this represents my OBJECTIVE in life; hence my vision is to opt the best RESPECTFUL ingress that declares my humble mission.....

Consequently I am seeking a job where my creativity and innovational skills will be profoundly needed. I also wish to expand my intellectuality by being exposed to versatile job innovations and demanding environments, which are related to Organizational management consulting. My preferred job choice will be working among a productive team and awarding my best outcome. Furthermore it is my biggest belief that both, employer and employee should work harmoniously together to achieve their intended goals.

EDUCATIONAL BACKGROUND

2008 -2010: A Masters Degree in Organizational Management (Dr. Claude Lalonde Organizational consultancy) at UQAC “University of Quebec at Chicoutimi, Canada” attained at ISEC- Lebanon

(GPA = 4.21/4.3, “Marks and Diplomas” are available upon request)

NB: I have been invited to travel to UQAC –Canada in spring 2010 to graduate with 400 students (Canadian and from other nationalities too), having attained a very high GPA. I was the only Lebanese and the only student travelling from Lebanon. My graduation article was posted in UQAC Annual Newspaper and got an opportunity to study PhD at UQAC premises.

2004-2007: BA in Accounting& Finance at Pigier Supec (Achrafieh- Lebanon) Note that I have attained 2 Diplomas from Pigier Lebanon & Pigier France.

Some of the courses taken: General, Special & Advanced Accounting - Budget-Financial Analysis, Audit, cash flow, financial ratios....

2003-2004: 3rd Secondary in Life Science-Evangelical School- “LES” (Lebanon)

RESEARCHES (Projects) & SEMINARS

- Philosophers related to Creativity (Amabile, Csikszentmihalyi, Gassman, Nietzsche, Desalvo, Glassmann, Robinson & Stern, Arroyo, McFadzean)
- Some Processes & Biographies (ADL, BCG & McKinsey Consulting, Dr. Deming, Bernard Madoff, Linda Wachner from Warnaco, Kodak Family, Carlos Slim, Elie Saab..)
- TQM, ISO, Michel Porter, Maslow's Law
- Carrefour vs. Wal-Mart, DANONE, IKEA, Starbucks, China & globalization, Globalization of Finance, Culture & Trade
- Feasibility Study for a potato chips factory in South Syria (Market especially SWOT & PESTEL Analysis, Operations, Macro & Micro Environment Analysis and Financial aspect)
- Brainstorming, Audit marketing & Product Planning, Legal Environment & Legal Form of Business, Public Relation vs. Publicity, Leadership especially Situational Leadership II- "Blanchard's Model", Paradigm has shifted from Management to leadership, Pygmalion Effect, Team vs. Group, Dyadic theory in Team building, LMX scale, Paraphrasing, Models of Influence, Expectancy Theory, Communication Skills & Managerial Communication.
- International Trade (especially Freight Forwarders) and Strategic Planning for a Product (Business Model, Mode of Entry & Integration, Segmentation, Discrimination Criteria)
- CRM & ERM, Negotiation (Body Language interpretation), Intrapreneurship & Entrepreneurship.

IT SKILLS

Windows, Word, Excel, Power Point, Access, Corel Draw, Adobe Photoshop & Internet Research, ITIL (Information & Technology Infrastructure Library)

LANGUAGES

Fluent in Arabic & English.
Good in French.

PROFESSIONAL BACKGROUND

March 2012: Travelled to Democratic Republic of Congo (DRC) to accomplish a consultancy job (reshuffling and reorganizing the Logistics Department for an international offshore group). They appreciated a lot my work and consequently offered me to work continuously at their premises.

June 2009-Present: Working as a free-lance consultant for many important personnel in Lebanon (presidents of municipalities, Agricultural, Industrial and Commercial ministries) in addition to working with Dr. Elie G. Ramia at “Human Edge Consultants” for the private sector; (was Parallel to my work at Graphic Impressions by then at the beginning). Our scope is to prepare consultancy reports and feasibility studies, give Seminars to administrative and managerial levels (Time Management, Negotiation, Body Language, HR, Marketing & Sales and Leadership & Communication skills plus any business course recommended), do field research, market study, Business plans & Strategies...

- Our Consultancy report's standards are Dr. Claude Lalonde's standards; where 3 kinds of organizational consultancy are used:
 1. Functional Diagnosis where each department is taken separately and analyzed using several business tools like SWOT, ratios... then the problem is denoted in order to give our recommendations & solutions accordingly, with the delays and priorities to be accomplished. Furthermore, the implementation process is completed under our direction if our customer delegated that to us.
 2. Strategic Diagnosis where analysis is done at the level of strategies, plans, targets and future goals applied by the organization, if present. Especially, our focus is on the vision, mission and objective of the company.
 3. Cultural Diagnosis where this latter is used if the culture of the company is dreadful. Thus we reshuffle the organization's culture starting with its internal status where we set up one and prepare a Bible to practice it correctly. Not to forget the relationship between employees and their employer because they are the human assets that formulate the culture. Hence the more the credibility of the human assets, the smoother our consultancy is.

All these kinds of diagnosis are agreed between us and our clients based on a service offer that has all the information (context, objective & frame of intervention, Methodology, Deliverables, Calendar & phases of project, Budget, payment terms, Expected results and finally contract for hiring)

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- Surprisingly, Functional Consulting is used the most in Lebanon because several companies need re-organization of their departments and especially staffing. And we have done several projects using this kind of consulting. For example, an IT company, a printing press, a group of a huge Strategic group in Lebanon, for a restaurant chain too... but I am sorry for not declaring their names for confidentiality purposes.

2007-2014 *Note that from the beginning of year 2011, my work at Graphic Impressions became a part time job so that I can have enough time from my freelance consultancy work and build up my career. But Graphic Impressions liquidated after a financial crisis took place in Nigeria.* My Work was an Operating Manager and Chief Accountant at “Graphic Impressions” Beirut-Lebanon. (Parallel to my free-lance work i.e. Managerial Organizational consulting).

- Graphic Impressions is a printing company that has been printing magazines, catalogs, menus, brochures, flyers, posters, labels, tags, business cards, books, Diaries, Calendars, end of year gifts & promotional items for local and international markets especially Africans. *The main city targeted is Lagos- Nigeria which I already travelled to (Year 2011 – for a KPMG Business offer)* and experienced the African society on ground. After dealing with Africans for the past five years fortunately, I have succeeded in convincing them and solving their problems even via a telephone conversation or an email, and I bet I have emerged this interesting society and acclimatized their culture. Also I would like to add that I have learned a lot about Africans because I have contacted a diverse range from magazine publishers (maiden edition printing 1,000 copies) to experienced book editors printing 100,000 copies, to agents dealing with huge companies and to multinational organizations plus International Banks (like Zenith Bank) in printing their financial Annual reports or thousands of Diaries. Nevertheless, I grasped most of the information I have, from my employer's 30 years of experience working and living in Africa that helped me a lot in understanding this enormous market.
- Moreover, since my employer is most of the times abroad thus I lead the company where I follow up the production team. Starting with the prepress, printing then exporting agents at the Lebanese airport thus leading each Team at Graphic Impressions to link between our external & internal transactions. That is organizing the booking delays with shippers after controlling the whole process to turn a file into a finished product plus dealing with our African agents for clearing at the airport of several countries around Africa.
- Also I have done some consulting work for Graphic Impressions in addition to the above and the accounting work. I have prepared a detailed feasibility study for GI to have a new product line (export new machines and products from China), with figures and accurate financial numerations which was accepted by the bank and highly appreciated from our board of Directors.

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Summer 2006: Training for three months at “Intercontinental Bank, Lebanon- IBL”. This experience was very original because I also learned a lot from these sections:

- Customer Service/Tellers
- Draft Purchase/Collection
- Customer Relationship (CRO)
- Commercial Services
- Facilities

Irrespective of the fact that I had several working opportunities at banks but I preferred integrating corporal bodies that offered me unlimited opportunities in the business world. Although I have had many connections from the bank and got introduced to a variety of the Lebanese social level, that modified my perspective in some people because appearances deceive sometimes.

PERSONAL ATTRIBUTES, SKILLS & KNOWLEDGE

- Excellent in presenting consultancy reports, Seminars, preparing feasibility studies, doing field research, market study, Business plans & strategies....
- Enjoying my consultancy work especially in open debates and irrespective of the long time that takes me to convince clients.
- Able to remain calm and effective under pressure.
- Ability to negotiate excellently based on my BATNA.
- Ability to make judicious use of time and assimilate easily.
- Leadership skills at all levels and in all its aspects. (Directing, coaching, supporting, delegating...)
- Knowledge in Consulting and all business functions.
- Experienced in planning, coordinating and managing activities in line with organizational goals also in implementing strategies and follow up to ensure the smoothing or any alteration applied.
- An excellent attendant to customer queries & directing their issues.
- Excellent communication skills, quick learner, can adapt to new challenging environments. Analytical and problem solving ability. Ability to adjust and work comfortably in any discipline. Ability to work with or without supervision as an individual or with a team.
- Endeavour to impact positive and qualitative knowledge on every employee or employer of our clients in management or consulting.
- Responsible for preparing and training our clients in consulting for Time Management

seminars, communication skills and any business course required...

- Instilling & inspiring a spirit of self-confidence on weak employees & improve their low mentality to broaden their horizon and inspire to aspire creativity and innovation.
- Enormous devotion and an extreme feeling of belonging to any organization I belong to.

HOBBIES

Reading (Medical, psychology, politics), Writing, Poetry, Latin Dance & all kinds of sports (horse back riding, football...), acting & music.

REFERENCES

Dr Elie G. Ramia: Owner “Human Edge Consultants” and is a professor at universities: UQAC, AUB, USJ, LAU. (71130181)

Mr Mohamad Osseiran: General Manager at Intercontinental Bank - Lebanon (03720730)

Mr Roland Asmar: CEO of Graphic Impressions – My Former Employer (+234 818 907 7777)

Notice Period : I can directly Start working at your premises because I'm looking forward to such a unique opportunity.