

Mohammad Atwi

Beirut | Lebanon

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OBJECTIVE

To be able to pursue a rewarding work opportunity at a reputable company that offers the challenges that my education and personal background have prepared me to handle. To be able to utilize my credentials in an environment that emphasizes commitment, perseverance as well as team work.

EDUCATION

- CMC COLLEGE

(2004 – 2007) B.T Certificate - Computer & Accounting

- Arts, Science and Technology University of Lebanon (AUL)

(2007 – 2008) BBA 1 year Computer Graphic Design - AUL Beirut-Hamra

(2008 – 2009) BBA 1 year Marketing & Advertising- AUL Beirut-Hamra

**- Management mix (Achievement certificate) for having participated in the
(December 2012) "CROSS SELLING & UPSELLING TECHNIQUES"**

WORK EXPERIENCE

Joe Pena's Cocktail Bar (2017 – 10 March 2019)

Bartender

- Job Description: Preparing alcoholic or non-alcoholic beverages for bar and patrons. Interacting with customers, taking orders and serving snacks and drinks. Assessing bar customers' needs and preferences and making recommendations.

- Duties:

- Welcoming and greeting for who come to the bar for a drink and provide the highest level of service.
- Mixing and serving alcoholic beverages to customers from all walks of life.
- Ensuring that the bar is always well stocked with a wide selection of wine & spirits and always ready for service.
- Advising guests on their choice of champagnes, spirits, beers, whiskies, and brandies.
- Maintain a clean working area.
- Complete opening and closing inventories and requisitions.
- Handle cash transaction accurately.

ALUMTECH S.a.r.l Double Glazing Materials (2013 - 2016)

Sales Manager

- Work on achieving the set sales target.
- Handle several accounts of direct clients and agencies.
- Make proper presentation of the publication and accomplish all required activities of follow up To closing sales deals.
- Make proper after sales follow up and make sure the client is satisfied of the service.
- Work on increasing his/her number of clients by targeting new sectors and contacting new and Potential clients.
- Submit daily required reports on conducted client visits.
- Establish a friendly and professional relationship with clients.
- In charge of the sales, marketing and promoting all double glass accessories, aluminum Profiles and sealants.
- Making sure customers receive deliveries on time (customer service).
- Market data collection.

AZADEA Group | ZARA, Souk Beirut (2010 - 2013)

Sale's & Customer Service

- Assisting customers in finding what they need/want in the store, ensuring provision of a high-level customer service and closing the sale.
- Impress and get along with the customers at all time.
- greet customers on sales floor and determine quality of merchandise desired.
- Suggest selections that meet customer's needs.
- Cross selling and up selling techniques.
- Keeping up-to-date relevant knowledge of current sales and promotions.
- Watching for thefts and knowing how to prevent or handle such situation.
- Communicate & review sales figures with team.
- Assisting VM team in store display.
- Resolve customer's complaints.
- Conducting inventory of stock.

- **El Gardel Cocktail bar / Main street Cocktail bar / Fertil Cocktail bar** - Bartender

- **People at night C.O** - Photographer (freelance)

- **Advertising agencies** - Actor for advertisements (freelance)

- **Multiple & Spinifex group** Worldwide Shows - Theatre act in Egypt & emirates (freelance)

QUALIFICATIONS

- **Languages:** Arabic, English, French.
- **Computer Skills:** Computer literacy with proficiency in MS Office.
- **Personal:** Strong communication & interpersonal skills, persuasive skills, negotiation skills, presentation skills, team work & problem solving, strong leadership & time management skills, adept at handling sensitive business issues with discretion & professionalism, self-motivated, reliable and trustworthy.

Personal Information

- **Date of Birth:** April, 1986
- **Place of Birth:** Beirut, Lebanon
- **Marital Status:** Single
- **Nationality:** Lebanese