

Joe Ghorayeb

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Objective

Energetic, motivated graduate with good communication skills and excellent academic background in Information Technology

Education

- **AUCE, Bauchriyeh, Lebanon**
- Bachelor degree, 2017-Present
- Computer Science
- Key courses: MS Sql, JAVA, C++, computer security, Html5, CSS, JavaScript...
- **Notre Dame University, loueizeh, Lebanon**
- Minor degree, 2005-2013
- Banking and Finance
- Key courses: Accounting, Finance, Statistics, Management ...

Education

- Saint Rita, Dbayeh, Lebanon
- Lebanese Baccalaureate, 2005
- Sociology and Economics

Experience

2018-2019

IT administrator | Ubiwise | Saifi

Computer maintenance for the head office and on customs checkpoints all over Lebanon, software update, technical support, networking, CCTV, windows server 2008, SQL server,...

2016-2018

IT administrator | Scitek Sarl | Dekweneh

Computer maintenance for the head office and on customs checkpoints all over Lebanon, software update, technical support, networking, CCTV, windows server 2008, SQL server,...

2012 - 2016

IT manager | Khabbaz kids | Furn el Chebbak

Computer maintenance for the head office and their 21 Branches, software update, technical support, networking, CCTV, windows server 2003, SQL server, visual dolphin, branch inventory ...

2008 - 2012

IT technician | Mojitech | New Rawda

Installing hardware and software systems, maintaining and repairing equipment, troubleshooting a variety of computer issues, setting up computer security measures, configuring computer networks, offering technical support on-site or via phone or email, assist in preparing, maintaining and upholding procedures for logging, reporting and statistically monitoring PC performance, assist in developing long term strategies and capacity planning for meeting future computer hardware needs, support and development and implementation of new computer projects and new hardware installation ...

2015 – Present

Field Coordinator – Social Media | Dihzahyners (NGO)

Responsible for coordinating, consolidating and ensuring smooth operation and implementation of everything related to the events, and the pre-event preparations... Responsible of the Instagram and Facebook posts for the NGO.

2016 - Present

Social Media | LiveLoveBeirut (NGO)

Responsible of 2 accounts under LiveLoveBeirut, upload daily posts

2018 - Present

Volunteer | Dialeb (NGO)

It specialist, photographer, videographer, data entry, awareness campaigns,

Other Skills

- Languages: Arabic (native), English (fluent), French (fluent)
- Computer skills: Microsoft Office, web, MS SQL server, Adobe, Html5, CSS, JavaScript, JQuery, bootstrap, semantic UI, Json,...S

Interests and Activities

Computers, Photography, Camping, Hiking, Swimming, Skiing ...

References

Available upon request