

HASSAN ALAWIEH

Email : Hasan.alaweve@gmail.com ; Phone number: +961 / 71725251 or 70718270

Linkedin: <https://www.linkedin.com/in/hassan-alawieh>

Personal Information

Address: Hadat, Near Lebanese university

Date of Birth: March 22, 1981

Nationality : Lebanese

Gender : Male

Marital Status : Married

Career Highlights

Operations /supply chain management experience working in the retail industry. Skilled in communication, Operations management, Procurement, Supply Chain Optimization, Project lead, Customer Service, Stock Management, and Retail. Strong operations professional with a bachelor's degree from Lebanese University.

Education

2002 : Bachelor's Degree in business administration (Accounting & Finance), Lebanese University

1998 : Lebanese Baccalaureate II, experimental science.

Work Experience

➤ Operational Business Transformation project leader -Azadea Group

(2015-2019)

Responsibilities

- Manage and Lead projects such as: establishing and stabilizing shared service center in Jordan, AP Automation, Invoice digitization, F&B ERP, BPM (Business process management), Travel Expense module, PMS (Performance management system), project plans, forms and workflows.
- Responsible for lifting and shifting supply chain and operational tasks from retained countries (8 countries) to one centralized shared service center.
- Recruit, train, and coach staff (Lebanon-Jordan) to ensure the availability of necessary skill and that staff are optimally motivated.
- Review Operational work processes to recommend and implement enhancements, as well as, develop performance assessment tools reporting progression as defined.
- Partner with staff from across the organization providing high level advice and guidance to build expertise in Stock management, procurement Logistics and HR ,provide governance and improve practice and outcomes.

- Lead and support cross-functional teams mainly Supply Chain (Procurement, Inventory, Logistics) providing subject matter expertise as required in scope definition, process analysis, problem solving, recommendations and overall project execution.
- Identify business requirements, milestones, activity accountability and governance.
- Ensure the project plans, work breakdowns structure, schedule, risk, budget, and key deliverables are in alignment with the project goal and objectives as defined
- Monitor project budget and ensure appropriate documentation is maintained throughout the project.
- Ensure appropriate due diligence is perceived at several layers including HR, Finance, etc.
- Determine and monitor the key performance indicators by function for projects and drive the consistent improvement of work efficiency to ensure quality service is delivered to the overall operations.

➤ **Senior Operations specialist- Azadea Group**

(2008-2015)

Responsibilities:

- Manage a team responsible of validating Operational (Inventory, Procurement) transactions and processes to ensure alignment within the Operations Department.
- Provide an overview of brand/country performance and monitor/study daily and seasonal sales period by conducting L4L , YTD , vs projection (by brand , shop , Location) and other needed reports .
- Perform training to team members and new joiners on all systems/ applications used in the Operations Department.
- Develop and administer contract management plans, negotiate changes and modifications, supplier performance management and compliance requirements through effective supplier relationships to enhance business outcomes.
- Plan and lead contract negotiations in the establishment and review of supply arrangements to deliver value for money procurement outcomes.
- Ensure proper defining of margins, overhead charges and retail variances by brand in compliance with each franchise agreement.
- Perform quality control on data or group data.
- Ensure, on a local or regional level prior to new stores opening date, proper testing of business Processes.
- Provide Operational technical support to minimize technical challenges.
- Supervise and validate shops daily tasks and make sure aligned with company policies and procedures.
- Generate end of month COGS and generate the monthly stock take results.
- Provide support and direction to the operation departments (Loss & Prevention, Logistics, Procurement, Inventory...)
- Provide operational assistance for new store openings ensuring set opening dates are met and operational standards are maintained
- Achieve financial and operational targets for all aspects of the stores operation while maintaining a high customer satisfaction level.
- Assist in recruiting, training, and motivating the team.
- Ensure that the department has the necessary skills base.

- Ensure the organization operations are carried out in Compliance with the regulations and laws governing business Operations.

➤ **Accountant – NBC Company (Transmed), Beirut, Lebanon**
(2005-2008)

Responsibilities:

- Prepare profit and loss statements and monthly closing and cost accounting reports.
- Compile and analyze financial information to prepare entries to accounts, such as general ledger accounts, and document business transactions.
- Establish, maintain, and coordinate the implementation of accounting and accounting control procedures.
- Monitor and review accounting and related system reports for accuracy.
- Prepare and review budget, revenue, expense, payroll entries, invoices, and other accounting documents.
- Explain billing invoices and accounting policies to staff.
- Resolve accounting discrepancies.
- Recommend, develop and maintain financial data bases, computer software systems and manual filing systems.
- Supervise the input and handling of financial data and reports for the company's automated financial systems.
- Interact with internal and external auditors in completing audits.

Language and Computer Skills

Languages: Fluent in English and Arabic

Computer:

- **Microsoft Office:** Word, Excel, PowerPoint, Visio, IGraph, SQL, Project
- **Systems:** JDE, HRMS, Redfaire, BPM, Hansaworld, store.com, BO application, Apos, Tiny Term, Micros, FMC (Fidelio material control) for F&B.

Courses completed

- Advanced communication skills
- Fundamentals of leadership
- Self-awareness
- MDP (managerial development program)
- Retail analysis
- Emotional intelligence
- Communication within teams
- Customer service (Listening to customers)

Key Abilities

- Self motivated, able to work in team environments.

- High problem solving abilities and working under pressure.
- Communication and presentation skills.
- Organization and time management skills.

References available upon request
