

Contact

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Top Skills

Group & Interpersonal Effectiveness,
Cooperativeness and Teamwork

Pre-sales

Sales Consultancy, Sales
Techniques and NLP

Languages

Arabic (Native or Bilingual)

English (Professional Working)

French (Elementary)

Certifications

Sales mastery

Take the wheel

Social Media Selling Skills

Story Telling (IDENTIFY your true
SELF!) workshop

Honors-Awards

Golden Award

Company Star ☆

Company Star ☆

Golden Award

Company Star ☆

Bilal Faraj

Corporate Sales Consultant /Retail shop Supervisor
Lebanon

Summary

Passionate for building a career for life that both enrich my knowledge and gets the best out of me. Dreaming about becoming an entrepreneur inspiring others and providing value to the world through brilliant innovative ideas that will help facilitate and modernize our living.

Experience

Doculand Print & Copy Center

Sales Consultant

June 2013 - Present

Beirut

- Signed and delivered a contract for printing copybooks and stationery items a bit more than \$100,000.
- Searches for a CRM software and coordinated with the management after comparing different options then choosing what suits us and customizing and implementing ZOHO CRM in coordination with their partners offices in Dubai.
- Sealed a yearly contract of estimated \$200,000 in sales.
- Corporate outdoor sales consultant for brand identity, event printing services, promotional items branding solutions and office supplies stationery items
- Gather a portfolio of clients across all industries available in the marketplace locally and internationally
- Seek and achieve LTAs, Bids, RFQs and deals with corporations and NGOs
- Achieve and exceed the allocated sales target.
- Pursue and finalize a deal for \$60,000 of stationery items production and distribution all over lebanon handling the project A to Z.
- Reporting on daily bases concerning all meetings, discussions and findings.
- Follow up and liaise between customers and services department
- Gathering contacting information, prospecting, following leads and collecting benefit from data received.
- Social networking expansion through the increase in marketing campaigns on all social media websites and apps to increase exposure.
- Searching for new products and services and constantly updating knowledge.

- Providing value to customers by ensuring the delivery of best adequate consultancy and product quality.

Malik's Lebanon

Branch Supervisor

June 2016 - May 2018 (2 years)

Verdun, Beirut Governorate, Lebanon

- Set goals for performance and deadlines in ways that comply with company's plans and vision and communicate them to subordinates
- Organize workflow and ensure that employees understand their duties or delegated tasks
- Monitor employee productivity and provide constructive feedback and coaching
- Receive complaints and resolve problems
- Pass on information from upper management to employees and vice versa
- Prepare and submit performance reports
- Decide on reward and promotion based on performance
- Train new employees on rules and work process
- Ensure adherence to legal and company policies and procedures and undertake disciplinary actions if the need arises

IYAMED S.A.R.L

Warehouse Logistics Manager

September 2009 - July 2013 (3 years 11 months)

Beirut

- Customer Relationship Management software (Sales Force).
- Managing multiple warehouses.
- Receiving all products and stock assets.
- Documenting every change (in and out) in the product or stock asset movement.
- Controlling the inventory through surveys and performing daily checking measures.
- Maintaining records regarding the internal (warehouse) product movement.
- Ensuring the continuous availability of every needed asset.
- Contributing to the continuous improvement of daily operations.
- Team leading, assigning responsibilities and coordinating among departments.
- Training new employees through advice and counseling.
- Carry on operations, create reports and communicate results to Top management.

- Completion of transactions with the Lebanese Chamber of Commerce Industry and Agriculture , National Social Security Fund, Ministry of Public health.
- Contacting responsible parties for maintenance purposes regarding cars (oil change, repair...) and other facility inspections. (Internet, Electricity & UPS maintenance).

Al Saha Internet Cafe

Owner

January 2008 - September 2009 (1 year 9 months)

Al Saha Restaurant- Airport Roadway

- Opening the internet cafe on daily bases from 8 am till 10 pm
- Managing and controlling the computer network and internet supply.
- Responsible for contacting the suppliers of internet , computer hardware and software plus any other item needed
- Handling light fixes for network and computer bugs or malfunctions.
- Dealing with the management board of the restaurant concerning space, functionality and all other measures.

Education

Lebanese International University

Master's Degree, Business Administration and Management,
General · (2013 - 2015)

Lebanese International University

Bachelor's degree, BBA , Business Administration · (2006 - 2013)

Harah International College

High school degree, Sociology & Economics · (2005 - 2006)