

Abbas Said Darwish

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Date of birth: 23/11/1990

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Nationality: Lebanese

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.

Professional strengths

- Creative imagination and strong visual sense.
- Able to communicate effectively at all levels.
- Work under pressure.
- Methodological and able to pay attention to details.
- Able to work cooperatively with diverse teams.
- Able to handle multiple tasks and multiple projects.
- Goal oriented.
- Strong interpersonal and management skills.

EXPERIENCE

Konnekt Trading Ltd.
Procurement Manager

March 2017 - present
Guangzhou, China

- Develop, hone and execute new improved procurement strategies across all channels of purchasing
- Evaluate and enhance our operations in local spend while researching and prospecting developments in global spend
- Delegate tasks and supervise the work of purchasing and procurement agents across all departments
- Manage every aspect of the supply chain and notify the senior management team of any possible obstacles to ideal efficiency
- Institute policies and procedures for collecting and reporting key metrics that will reduce our overall expenses while increasing productivity
- Perform cost analysis and set appropriate benchmarks
- Coordinate deliveries
- Create policies and procedures for risk management and mitigation

Mina Shipping S.a.l
Procurement Assistant Manager

Aug 2015-March 2017
Beirut, Lebanon

Assist Buyers and Subcontract Administrators with direct tasking, such as invoice reconciliation, non-conforming material returns, and subcontract closeouts. Compile various department summaries and reports, coordinate travel and travel expenditure reporting, and perform other administrative duties, as required. Participate in various process improvement initiatives

Mina Shipping S.a.l
Procurement Officer

August 2013 till July 2015
Beirut, Lebanon

Insights for consultancy
Training and development coordinator

Jan 2012- March 2017
Beirut- Lebanon

-UNIDO Training content creator
-ERASMUS Plus training content creator

Emporio Armani

Jan 2013 till July 2013

Cashier /sales

Beirut,Lebanon

-Telexmax- Sao Paulo
2011

Sales Assistant

Feb. 2010 till Oct.

Moustache-Hamra

Sales Assistant

Oct. 2008 till Jan. 2010

Assist the customers in finding what they are looking for, and ensure provision of a high level of customer service.

EDUCATION & TRAINING

-Masters in Business Management (Minor HR)
Lebanese International University, Beirut – Lebanon

(2014-2016)

-BA in banking and finance
Lebanese International University, Beirut – Lebanon

(2011-2014)

-Lebanese Baccalaureate – General Science Major
BCS – Lebanon

(2007-2008)

-Pursuing SHRM-CP Certificate

-CSR in action program
AL Ahli Group - ESA business School

(March-2016)

-Design Thinking with HPI certified Design thinking coaches

-SAP Persona Training

-SAP Project Management Training

-Communication & Presentation skills Training with Marcia Martin

SAP-Beirut crown plaza Hotel

(Dec. 2014 till Feb. 2015)

-Communication Skills and Business Etiquette

our Seasons Hotel - Beirut

F
(2016)

-Taxation Payroll Training (15 hours)

BFC- Hamra

(2014)

SKILLS

- Microsoft Office (Ms Word, Excel, Power Point, Outlook)

- MS dynamics, Retail pro, orange, access

- Internet Explorer

- Up selling/Cross selling techniques

- Counterfeit money detecting

LANGUAGES

Fluent in Arabic, English, and good in Portuguese

REFERENCES

-Dr. Hasan Youness

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-Dr. Raymond Akiki

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