

Ibrahim Salhani

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EDUCATION

Lebanese International University (LIU)
Masters Of Business Administration - MBA
MBA in Management Information Systems - MIS

Beirut
Graduation Date : June 2019

Lebanese International University (LIU)
Bachelor Of Business Administration
BS in Accounting and Information Systems

Beirut
Graduated, June 2017

Jamil Rawwas High School
Lebanese Baccalaureate in General Sciences ,

Beirut,
Graduated 2013

EXPERIENCE

SAIID KOBEISY Fashion House
Factory Procurement Specialist

Head Office – Mazraa
December 2017, Present

- Manage supplier base while proactively seeking and developing new suppliers that strategically fit within SAIID KOBEISY annual operating plan.
- Set standard costs and lead times for all raw material commodities.
- Maintain regular contact with suppliers all over the world (China, India, Europe, Turkey, etc..)
- Implement LPO process according to the company standards.
- Negotiate with suppliers on price, mode of shipping and delivery time.
- Check invoices for accuracy, and authorizes the accounts payable department to issue payment.
- Evaluate the performance of certain vendors in order to decide whether or not to continue buying from them.
- Ensure that products are delivered in a timely manner, and that the quality of the goods received is satisfactory.
- Compares prices amongst various vendors in order to make sound purchasing decisions.

Global Retail Co (Jennyfer & Tape A l'oeil Brands)
Stock & Inventory Controller, Purchasing Specialist

Head Office-Badaro
March 2017- December 2017

- Supervise and control shipments logistics dates and routes.
- Maintain communication and coordinate with foreign suppliers for missing data or files.
- Organize and Implement periodic physical count (Stock take) to all branches.
- Warehouse In-charge for all processes.
- Generate stock and inventory reports to achieve KPIs and show company performance.
- Observe correct receiving and buying protocols.

- Determine discrepancies in the received goods, ensure that good are delivered on time and of consistent quality.

Bank Audi Lebanon

Opened internship _Card Services Department

- Showroom Officer at egallery By Bank Audi_Bab Idriss.
- Provide visitors with all the inventions and technologies from the Bank.
- Provide accurate advice for all the services.
- Participate in training sessions and missions .

Headquarters Solidere

Feb 2016-July2016

M.H Alshaya, Dareen International CO.SARL

Shift Manager- Starbucks _ Beirut Area

- Implement Daily Sales system reports.
- Supervise daily transactions and staff deployment.
- Operate within standard operating procedures (SOPs) and Job Safety Analysis (JSAs).
- Cash Collector Point for other Alshaya Stores (Mothercare,BodyShop,Claire's).
- Controlling quality service, expiry dates and basic standards for Starbucks worldwide.

Beirut, Lebanon

Feb-2015- March 2017

The Sultan Center Retail Lebanon (TSC)

Promoted Team Leader Customer Service Representative

- listen to customer complaints and suggestions to ensure timely resolution.
- Adhering to the customer service programs introduced by the company.
- Implementing the loyalty program tasks.

Downtown,Beirut

2013 to 2014

SKILLS

Languages:

- **Arabic Language (native)**
- **English Language (fluent in writing speaking and listening)**
- **French (Weak)**

Computer Skills:

- SPSS (Statistics Program)
- Microsoft Dynamics Navision (ERP system)
- Microsoft Office (Access included, Excel Expert)
- AutoCAD 2D
- Back Office(Accounting System)
- Novo Audi ,ITM, ATM

AWARDS

- University Scholarship For 3 years at LIU from the National Organization for researches and sciences (Sciences Competition 2012)
- Employee Of the Quarter 3 -2015 Starbucks Lebanon(Outstanding Performance -All Stores)
- Bravo Award Period 8-2015 Starbucks Lebanon (Professional Sales Skills)

Professional Development

- **Store Food Specialist Certificate_ Alshaya Starbucks Lebanon 2015**
- **Store Staff Trainer _Alshaya Starbucks Lebanon 2015**
- **Lebanese Red Cross _Emergency Dep (Active Rescuer For 1 year 2013)**
- **LOYAC (Active volunteer)**