

Wissam El Sabeh

Beirut

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Summary

Highly motivated finance student who strives to provide effort and discipline on the job. Efficiently identifies problems and rapidly learns and catches up on job routines and requirements. A person who thrives in dynamic and fast paced environments with a strong work ethic. Quickly adapts to a variety of atmospheres and is always seeking to provide innovative ideas that can help improve and optimize job tasks.

Skills

- Communication skills
- Selling techniques
- Timeliness
- Cash handling
- Customer service
- Building up customer relations
- MS Office proficient
- Detail oriented
- Goal oriented
- Upselling and cross selling skills

Experience

September 2016 -April 2017

Roadsters Diner – Operator

- Customer service and satisfaction, maintaining customer satisfaction under all circumstances.
- Professional communication with customers
- Teamwork and cooperation with associates
- Coordination with all staff members

April 2017 - October 30

Smartsources – Telesales Agent

- Responsible for dealing with customer care complaints and providing appropriate solutions
- Cooperation and timeliness in cases where follow up is needed
- Detail orientation and handling outgoing follow up calls, order check up, and supervisor assistance.

November 2017 - August-2018

GS Stores – Sales Associate

- Assisting customers purchases and maintaining quality service
- Following up on customer requests
- Building customer relations
- Acquiring and developing product knowledge
- Maintaining an organized store and display
- Cash handling
- Handling stock and inventory
- Display a presentable appearance during all times

August 2018 - May-2018

ABC S.A.L. – Cashier

- Providing solutions and following up on customer problems
- Answering phone calls and following up with colleagues
- Maintaining cash float
- Cash handling
- Maintaining accounting standards
- Cooperating with staff to ensure maximizing sales efficiency

Education

High School Diploma (Bac II)

- At LESBG Evangelical school

BS Banking and Finance

- AUST

Achievements:

- ICDL Microsoft Proficiency Certification
- Michigan University English Proficiency Certification
- Blominvest Virtual Stock Exchange Competition 2nd Place
- GPA 3.5