



KHALIL BAHLAWAN



November 5, 1992



Verdun District
Beirut, Lebanon



+961 70 078517



Khalil.bahlawan@hotmail.com

LANGUAGES

- English
- Arabic

KEY COMPETENCIES

- Adaptable
- Detail-oriented
- Quick learner
- Teamwork
- Ability to work under pressure
- Analytical
- Interpersonal

An ambitious tech-savvy professional with over 8 years of versatile experience. Full-time executive, part-time artist and a rockstar enthusiast that will definitely bring the energy on board. An advocate of the power of creativity, with a passion to learn and to venture out of the comfort zone.



EDUCATION

2010 - 2015

Bachelor's Degree in Business Marketing & Advertising
Arts, Sciences & Technology University of Lebanon - AUL
Beirut, Lebanon



EXPERIENCE

11/2018 - present

Ashekman Group
Sales & Marketing Specialist
Beirut, Lebanon

- Identifying business opportunities & tackle expansion strategies.
- Refining and revamping brand positioning.
- Creating marketing and social media campaigns and strategies. Including budget planning, content ideation, and implementation schedules.
- Searching for new sales & business development opportunities.
- Initiating and managing B2B collaborations and contracts.
- Conducting market research, analysis & segmentation.
- Identifying customer data, engagement, and analysing interactions.

02/2015 - present

Freelance
Digital marketing, art, design, & content creation

- Managing social media accounts
- Executing commissioned graffiti projects
- Organizing & implementing street art workshops
- Video editing & video production
- Photo editing & mild animation

08/2018 - 11/2018

MerryBerries Studio
Game Designer - Research & Development
Beirut Digital District - Beirut, Lebanon

- Conducting market research, competitive analysis, SWOT, and market evaluations.
- Developing concepts and solutions.
- Creating, designing, and testing new games.
- Handling A to Z game level progression and construction.
- Creating, designing, and improving game mechanics.
- Investigating new technologies.
- Documenting all phases of research and development.
- Determining new courses of actions, along with advancing and upgrading current modules.

SOFTWARE SKILLS

Microsoft Office

OBS Studio

Audacity

Windows Live

Adobe Photoshop

Adobe Illustrator

Adobe Premiere

Final Cut Pro

HOBBIES

- Pop Culture
- Music
- Technology
- Travelling
- Video Production
- Social Media
- Graffiti

05/2016 - 06/2018

Alams Consultants Middle East **Risk Management Consultant** **Abu Dhabi, United Arab Emirates**

- Implementing health and safety measures.
- Building risk awareness amongst staff by providing support and training within the company.
- Reviewing any new major contracts or business proposals.
- Designing and implementing an overall risk management process for the organisation.
- Preparing weekly, monthly, and annual reports.
- Creating and managing online courses.
- Conducting trainings and risk assessment workshops.

08/2014 - 05/2016

Boecker **Operations Officer** **Beirut, Lebanon**

- Ensuring an updated follow-up on clients' yearly programs
- Handling all administrative and client related issues and concerns.
- Coordinating with various business functions (finance, marketing, sales, procurement, supply chain, quality control) and addressing problems with solutions that have always won the interest and support of the senior management team.
- Scheduling, planning, and implementing operational courses of action.
- Managing a team of six along with monitoring and improving their performance.

07/2013 - 08/2014

ABC Group **Customer Service Representative** **Beirut, Lebanon**

04/2012 - 07/2013

ABC Group **Sales Consultant** **Beirut, Lebanon**

03/2010 - 04/2012

R.A.M IT Services **Senior Call Center Agent** **Beirut, Lebanon**



WORKSHOPS & TRAININGS

- Customer Complaints
- Safety & Emergency - Crisis management
- SNS - Customer Service, Customer Needs, & Customer Satisfaction
- Time Management
- First Impressions
- Falsified money, fraud, & manipulation attempts
- Financial Management by Bank Audi
- Starmanship's Personality workshop