

Maroun Chkeir

CONTACT INFORMATION

EMAIL

marounjosephchkeir@gmail.com

ADDRESS

Okaibe

PHONE

71787948

LANGUAGES

English

Good

French

Good

Arabic

Good

SKILLS

- Good in Business Communication skills
- Knowledge of Microsoft Office, Brains & Internet

Seeking a challenging position in a progressive organization that offers opportunities for advancement and where my skills can be employed and developed.

EXPERIENCE

Sales representative

Life spirits

Dbayeh

June-2019 - September-2019

- Promote and sell exclusive beverages either either to individuals, commercials, supermarkets and wholesale buyers.
- Develop and maintain positive business and customer relationships.
- Analyze the territory, track sales and status reports.
- Expedite the resolution of customer problems and complaints to maximize satisfaction.

Head of section

Sarkis Lteif and sons

Nahr Ibrahim

June-2012 - May-2019

- Prepare daily journal entries: Item sales, return, stock position and purchases.
- Prepare purchases order.
- Greeting customers and showing them electrical items as per their needs.
- Prepare quotations for business.
- Arrange and organize display.
- Resolve maintenance problems.

Sales and cashier

Kodsi shop

Dora

June-2017 - May-2012

- Prepare daily journal: item sales.
- Greeting customers and showing them items as per their needs.
- Handle cash transaction with customers.
- Resolve customer complaints.

EDUCATION

Lebanese German University Sahel Alma

Studying in Business and Marketing.