
Joseph G. Yazbeck

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Personal Status:

Marital Status: Married
Nationality: Lebanese
Date of Birth: January 1st, 1983
Place of Birth: Beirut, Lebanon

Highly energetic and enthusiastic Individual with almost 11 years of experience in the sector of Furniture Fixtures and Equipment (FF&E). With a professional background in the Hospitality, Residential and Office designs, as well as excellent work ethics, dedication and commitment to do a great job.

Professional Experience:

February 2019 – Present:

Business Development Manager, Professional Learning Center, Beirut – Lebanon

- Identifying new business opportunities, new markets and customers in order to introduce and sell the educational brands such as Pi-Top, Sam-Lab and UC MATH
- Developing Marketing plans along with the CEO in order to achieve revenue goals
- Assisting in company's branding and media communication activities such as press, advertisements, social media etc.
- Attending consistently Schools and meeting their key decision makers
- Representing the company at Workshops, Events and Exhibitions all related to introducing Smart System and new Technology Solutions as well networking amongst same category business leaders
- Helping clients understand the importance of the new programs and their benefits in student's life, as well as showing them "live demonstration" on the learning by making
- Managing prospects through the sales cycle from initial query and leads, through to closing and after-delivery management

February 2016 – March 2018:

FF&E Senior Project Coordinator, SAB Holding, Jeddah – Saudi Arabia

- Execution of different Hotel Projects such as: Hilton, Sheraton, Sofitel, Millennium, Doubletree, Best Western and Western all located in Makkah Region, KSA (Jabal Omar Projects)
- Working with Project Managers, End Users and third-party vendors to ensure that the scope of work specific to FF&E is completed in a timely manner
- Directing all activities related to the bid process, state requirements for quotes and processing of purchase orders
- Reviewing floor plans and product specifications provided by design consultants to ensure they meet applicable requirements
- Preparing reports and maintaining logs on projects related with procurement of all furniture, fixture and equipment for all minor and major capital projects
- Scheduling and Coordinating with various trades for the installation of products and budget tracking for all FF&E
- Providing estimates and issues work orders to meet project FF&E budget and deadlines
- Collaborating with the Purchasing Department in the bidding and procurement procedures
- Reviewing and Coordinating with procurement packages prepared by design consultants
- Creating standards, procedures, researches data and selection of products required for interior finishes and furniture installation

June 2011 – January 2016:

Brand Manager, SAB Holding, Jeddah - Saudi Arabia

- Responsible of accomplishing many projects such as: King Abdallah Petroleum Studies and Research Center (KAPSARC), Riyadh Hilton Hotel, Riyadh Wyndham Hotel, Princess Noura Project & King Fayssal Foundation & more than 50 other projects between villas, houses & offices
- Displaying attractively the showroom luxury brands using B&B Italia, Flos, Kartell, MDF Italia, Arper, USM, Mooi, Minotticucine, Meridiani & Emu
- Handling the pricing of products and analyzing the potential profitability
- Handling logistics part & ensuring timely delivery to customers
- Developing and delivering progress reports, proposals, requirements documentation and presentations
- Coaching, mentoring, motivating and supervising project team members and influencing them to take positive action

October 2007 – May 2011:

Showroom Manager, Rubaiyat Home, Jeddah - Saudi Arabia

- Displaying attractively the showroom Luxury Brands (B&B Italia, Ralph Loren, Armani Casa, Versace, Fretti Bed Linens, Calvin Klein, Sonia Rykiel, Kenzo, Flos Lighting & Kartell)
- Accomplishing projects such as King Abdullah University for Science & Technology, King Abdullah Airplane, King Fahd Hospital & King Sultan Castle
- Managing budgets, achieving sales record, executing after-sales delivery, booking orders & providing customer service

January 2004 – April 2007:

Insurance Officer, Beirut Insurance Bureau, Lebanon

- Broker Office representing 2 insurance companies: Cumberland & Bankers
 - Renewing policies, reviewing claims & checking all related documents to determine coverage
 - Other Insurance tasks & customer service
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Education:

October 2004 – January 2007:

BA in Business Management, Notre Dame University, Lebanon

October 2001- June 2003:

Accomplished Two Years of Business Computer, C.I.T, Lebanon.

October 2000- June 2001:

Lebanese Baccalaureate – Philosophy Section, Jal El Dib official school, Lebanon.

Trainings:

- Merchandising Training on Ralph Loren and Kenzo products (Sep 08)
- B&B & CK training on History, Quality, Merchandising & Manufacturing (Jan 09)
- Flos Lighting training (May 2010)
- B&B Italia training in Novedrate, Italy on new collection, handling projects and quotations (Sep 2011- Oct 2012)
- Company Representative in “Maisons et Objets” Paris and as well as Milano Fair

Languages:

Arabic (Native Language)

French and English (Good in Reading, Writing and Speaking)

Computer Skills:

Good Knowledge of MS Office, Outlook, Navigator & Oracle (POS System).

Interests:

Basketball, Football, Tennis and Swimming.
