

# Jamil Labib Abou Rjeily

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## Profile

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- Hard-working
- Conscientious
- Quick learner
- Willing to learn
- Good communication skills
- Good interpersonal skills
- Self-motivated
- Team worker

## Higher Education

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Sept 2009 - Aug. 2012	<b>B.S in Economics</b>	<b>LEBANESE AMERICAN UNIVERSITY</b>	Beirut
1994-2009	<b>SAINT JOSEPH SCHOOL (SE)</b>		Cornet Chehwan

## Experience

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January 2019 till present      **Citrix**      Position: Channel Program & Sales Support Specialist - MENA

- Advising on general queries (Internal/Distributor/Partner/Customer).
- Acting as first point of contact for the sales team and channel partners for requests related to ELA levels, and channel incentive approvals.
- Ensuring opportunities can be transacted cleanly and efficiently, and identifying, resolving, or escalating issues that arise along the way
- Creating and helping with the creation of reports on Salesforce.com; ensuring that the needed details are being reflected. Interpreting the data, performing additional research, and helping guide sellers' actions accordingly
- Managing demo and trial requests for Networking.
- Providing expertise to sales to validate that proper hardware and accessories are ordered, and providing expertise on cross-border shipping options.
- Working with Contract Administration to confirm existence of appropriate contracts, answering questions on current ELA / discount levels, and submitting requests for new non-standard contracts where needed.
- Working with order desk on processing all orders.
- Advising on cases of License adjustments (splits, rescissions, partial transfers, user consolidations) and asset transfers.
- Placing orders on the order system manually. Including TRM and Education orders.

August 2017 till December 2018	<b>Mindfield Digital</b>	Position: Business Development Manager
<ul style="list-style-type: none"> <li>- Establishing and maintaining productive working relationships with Clients &amp; Partner Agencies.</li> <li>- Identifying new prospective clients.</li> <li>- Following up on new business opportunities and setting up meetings.</li> <li>- Preparation of Quotations and Proposals based on the relevant scope of work.</li> <li>- Ensuring that the CRM is kept up to date.</li> <li>- Ascertaining that targets are exceeded.</li> <li>- Negotiating and making sure that potential deals are closed in a timely manner.</li> <li>- Implementation of Presales/Sales process and Management of the sales cycle from inception until conclusion.</li> <li>- Coordinating with different departments to price the services package in question.</li> <li>- Providing insight to junior team members.</li> <li>- Advising clients on best route to achieve the goals in mind.</li> <li>- Keeping track of and analyzing sales figures.</li> <li>- Played a big role in Quadrupling total sales over the course of approximately one year.</li> </ul>		
June 2016 till July 2017	<b>Screens International</b>	Position: Project Manager
<ul style="list-style-type: none"> <li>- Responsible for handling key accounts: MBC, OSN, Comedy Central and CBS</li> <li>- Multitasking between accounts; while meeting clients' deadlines</li> <li>- Regular communication and liaison with clients</li> <li>- Organization of client feedback</li> <li>- Generating accurate reports and status notifications</li> <li>- Exceeding targets</li> <li>- Using knowledge and skills to advise clients and the team on the most productive direction</li> <li>- Solving any issues that may arise; to ensure that the deadline is not missed.</li> <li>- Training, supervising and providing insight to new team members</li> </ul>		
March 2015 till May 2016	<b>Theomobex (Alfa U-shop)</b>	Position: Operations & Sales
<ul style="list-style-type: none"> <li>- Responsible for getting new content from partner brands, get it approved by Alfa and placing all content on the app.</li> <li>- Finding new partner brands; and converting prospect brands into partners with offers on the app.</li> <li>- Making sure all partners are satisfied; through continuous Follow-up.</li> <li>- Preparing Invoice templates and relaying them to clients.</li> <li>- Initiating studies and analysis on all aspects of our business, studying new potential markets and writing extensive reports on the findings.</li> </ul>		
January 2014 till February 2015	<b>Master Capital Group (FXCM MENA)</b>	Position: Sales Associate
<ul style="list-style-type: none"> <li>- Drive sales for FXCM's Retail products and services.</li> <li>- Building and maintaining relationships with clients.</li> <li>- Develop new opportunities within existing client base.</li> <li>- Use an intelligent soft sales approach to communicate the benefits of FXCM, Company trading platform, and the FX market to prospective clients.</li> <li>- Discussing financial markets and major factors that move them.</li> <li>- Providing support for self-trading FX clients from all over the Middle East and North Africa.</li> </ul>		
October 2013 till December 2013	<b>Lia Insurance</b>	Position: Sales Agent
July 2013 till September 2013	<b>ANB Holding</b>	Position: Salesman
June 2011 till August 2011	Internship at <b>Porsche Centre Lebanon</b>	Position: Data Management

## **Languages**

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- Arabic: Mother Tongue
- English: Excellent
- French: Good
- German: Beginner

## **IT Skills**

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- Proficient with MS Office package
- Experienced with CRM/Salesforce
- Familiar with Statistics and Mathematics packages (SPSS)

## **Volunteer Work**

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- Bon Pasteur
- IRAP

## **Hobbies and Interests**

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- Guitar
- Sports(Football, Basketball, Skiing & Tennis)
- Reading
- Bodybuilding
- Traveling
- Movies