

---

# Rodolph R. Tannous

September17<sup>th</sup>, 1993  
Lebanese, Single  
Church Street, Thoun, Batroun, Lebanon  
Mobile: +961 71 755115  
Phone:+961 6 721136  
Email: [Tannousrodolph@hotmail.com](mailto:Tannousrodolph@hotmail.com)

---

<b>Objective</b>	Seeking a responsible and challenging position that meets both my professional and educational skills.
<b>Education</b>	
September 2016	Business Administration marketing-business marketing and advertising ART, SCIENCE & TECHNOLOGY IN LEBANON (AUL- Kaslik)
June 2012	Lebanese Baccalaureate, Economics and Sociology Science. Official School, Batroun, Lebanon.
<b>Work Experience</b>	
March 2019 till present	<ul style="list-style-type: none"><li>• <b>Floor Manager at Limòn Restaurant-Batroun</b><ul style="list-style-type: none"><li>○ Recruiting, training and supervising staff</li><li>○ Agreeing and managing budgets</li><li>○ Planning menus</li><li>○ Organizing the opening procedure, and setting up the business.</li><li>○ Making improvements to the running of the business and developing the restaurant</li><li>○ Liaising with customers, employees, suppliers, licensing authorities and sales representatives.</li><li>○ Ensuring compliance with licensing, hygiene and health and safety legislation/guidelines.</li></ul></li></ul>
April 2018 – March 2019	<ul style="list-style-type: none"><li>• <b>Stock controller at cooperative economy Badaro</b><ul style="list-style-type: none"><li>○ Forecasting supply and demand to prevent overstocking and running out of stock</li><li>○ Submitting purchase details(vendors information, invoices and pricing) to internal databases</li><li>○ Placing orders to replenish merchandise as needed</li><li>○ Track shipments and address any delays</li><li>○ Evaluate suppliers offers and negotiate profitable deals</li><li>○ Coordinate regular inventory audits</li><li>○ Ensure purchases do not exceed budget</li></ul></li></ul>
2016- 2018	<ul style="list-style-type: none"><li>• <b>Floor Manager at Colonel craft beer -Batroun</b><ul style="list-style-type: none"><li>○ Recruiting, training and motivating the staff</li><li>○ Overseeing or liaising with the kitchen</li><li>○ Keeping up to date with licensing legislation, liaising with the authorities and taking overall legal responsibility for the premises</li><li>○ Enforcing health and safety rules</li><li>○ Adhering to budgets, increasing profits and managing cashflow</li><li>○ Dealing with difficult customers and know how to handle the situations</li></ul></li></ul>

2016-2018	<ul style="list-style-type: none"><li>• <b>Sales Manager at Colonel beer brewery – Batroun</b><ul style="list-style-type: none"><li>○ Services existing accounts, obtains orders, and establishes new accounts by planning and organizing daily work schedule to call on existing or potential sales outlets and other trade factors.</li><li>○ Submits orders by referring to price lists and product literature.</li><li>○ Keeps management informed by submitting activity and results reports, such as daily call reports, weekly work plans, and monthly and annual territory analyses.</li><li>○ Recommends changes in products, service, and policy by evaluating results and competitive developments.</li><li>○ Resolves customer complaints by investigating problems; developing solutions; preparing reports; making recommendations to management.</li><li>○ Contributes to team effort by accomplishing related results as needed.</li></ul></li></ul>
2014-2015	<ul style="list-style-type: none"><li>• <b>Bar manager at Colonel beer brewery – Batroun</b><ul style="list-style-type: none"><li>○ Doing regular stock-takes and ordering as necessary</li><li>○ Maintaining the condition of beer, wine...</li></ul></li></ul>
2012-2014	<ul style="list-style-type: none"><li>• <b>Internship &amp; Practical Training at SEG construction- Ashrafieh</b><ul style="list-style-type: none"><li>○ IT department: troubleshooting network equipment, learning on SEG IT tools, performing daily IT tasks.</li><li>○ Marketing Department: Updating website Data, Working on Social media, assisting in putting marketing plan</li></ul></li></ul>
2010-2012	<ul style="list-style-type: none"><li>• <b>Floor manager at Chochos pub restaurant Batroun</b></li></ul>
2010-2011	<ul style="list-style-type: none"><li>• <b>Life guard at AMWAJ- Jounieh</b></li></ul>
<b>Skills</b>	
Computers	<ul style="list-style-type: none"><li>○ Microsoft Office (Word, Excel, PowerPoint...)</li><li>○ Installation and maintaining software and applications</li></ul>
Languages	<ul style="list-style-type: none"><li>○ Arabic. (mother tongue)</li><li>○ French. (fluent, written &amp; spoken)</li><li>○ English. (fluent, written &amp; spoken)</li></ul>
Others	<ul style="list-style-type: none"><li>○ Having a clear voice and an excellent telephone manor.</li><li>○ Able to work on own initiative as well as part of a team.</li><li>○ Excellent spelling and grammar and a flexible hard working attitude.</li><li>○ Excellent listening and verbal communication skills.</li></ul>
<b>Personal Interests</b>	<ul style="list-style-type: none"><li>○ Reading.</li><li>○ Traveling.</li><li>○ Sports. (indoor &amp; outdoor, individual &amp; team)</li><li>○ Life guard certificate, First aid certificate</li><li>○ Member in the Red Cross Organization first aid team at BATROUN center from 2010-2013</li><li>○ Rugby player in Lebanese league since 2015</li></ul>
<b>References</b>	<ul style="list-style-type: none"><li>• MR. Jamil HADDAD: Owner of Colonel beer <a href="mailto:Jamil@colonelbeer.com">Jamil@colonelbeer.com</a></li><li>• Samir Semaan: IT manager at SEG company <a href="mailto:ssemaan@seglb.com">ssemaan@seglb.com</a></li></ul>