

# **DETAILS**

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# LANGUAGE

Arabic - Native English- working proficiency Russian- Spoken

#### Volunteer

Oct 2009 - Nov 2009 **Red Cross Emergency** Jan 2007- May 2009 **Red Cross Youth** 

## Skills

Communication Skills
Operation Strategy
Budgeting
Inventory Management
Hospitality
Catering
Customer Satisfaction
Restaurant Management
Time Management
Team Work
Leadership
Negotiation
P&L

#### **EXECUTIVE PROFILE**

Extremely well organized and hardworking with over 10 years experience in Food And Beverage, Seven years of Success in responsible store management, proven ability to learn quickly, asses problems and intiate corrective action. High stress situations requiring attention to detail and follow-through. Abel to motivate personal to high performance standards and excellence. Demonstrated success in organizing tasks, increasing efficiency and obtaining maximum results. Multi-lingual professional with excellent communication skills.

#### **EDUCATION**

#### **Professional Development Center - 2017**

Hospitality Administration/ Management

## American University of Culture & Education - 2013 - 2017

**Computer Science** 

#### **CERTIFICATE**

**Dunkin' Donuts Lebanon - 2018** 

**Table Service** 

**Dunkin' Donuts Lebanon - 2018** 

**Customer Service** 

**GWR Food and Safety - 2015** 

Food & Safety II

#### **EXPERIENCE**

June 2017 - Sep 2019

# **Dunkin' Donuts**Multi Unit Manager

- -Responsible for opening new branches.
- -Activating in several special events.
- -Responsible to supervise day by day operation of 3 branches
- -Sales Recovery and solving any customer complaints
- -following up with the shops to apply all Food and Safety procedures
- -Responsible for daily maintenance of all equipment, stock areas, building and grounds
- -Follow up the Break Even of the branches
- -Responsible for professional growth & development of managers, shift leaders and sales asscioates
- -Checking and Auditing on monthly inventory
- -Motivate staff to increase sales
- -Perform SWOT analysis for each store
- -Controlling product inventory to reduce expiries
- -Monitor Staff Schedule and weekly attendance
- -Labor Cost and Productivity
- -Follow up all KPI number of the branches

Sep 2012- May 2017

**Dunkin' Donuts** Branch Manager

Sep 2010 - Aug 2012

**Dunkin' Donuts** Supervisor

Nov 2009 - Sep 2010

**Dunkin' Donuts**Counter

Jun 2007- Oct 2008

Dip' n Crunch

Sales