

Curriculum Vitae

PERSONAL

Name : Mario Bou Mansour
E-mail : marioboumansour93@gmail.com - Mobile: 00961 70 16 38 70
D.O.B. / Nationality : 15.02.1993 - Lebanese
Profession : Sales Manager / Catering and events – Hotels & Restaurants, Event organizers, Corporate.
Experience : 6 Years



EDUCATION

February 2013 **American University of Beirut**
Project management professional exam preparation course
Project management certificate

2010-2013 **Université Saint Joseph, Beirut, Lebanon**
Bachelor in Hospitality and Tourism

1996-2010 **Collège Des Sœurs Des Saints-Cœurs, Beirut, Lebanon**
Life Sciences Major – Lebanese Baccalaureate

PROFESSIONAL EXPERIENCE

August 2019 – **Le Bristol, Beirut, Lebanon**
Until Present: *Sales manager – C&E:*

- Managing C&E daily, monthly and yearly departmental reports
- Leading the team towards best practices and efficiency in work
- Planning strategies to meet the monthly and yearly budget in the best way possible
- Assisting the Field sales team during their sales calls
- Supervising, training and helping the team with providing contacts or closing deals
- Following-up on accounts, organizing and closing deals
- Meeting clients and generating leads : Pharmaceutical segment

May 2018 – **Grand Hills a Luxury collection hotel and spa by Marriott, Broumana, Lebanon**
August 2019: *Sales manager:*

- Handling corporate group offers and banquet offers
- Telemarketing
- Covering GCC market
- Planning strategies to meet the monthly and yearly budget in the best way possible
- Supervising, training and helping the team with providing contacts or closing deals
- Following-up on accounts, organizing and closing deals
- Organizing and executing corporate sales blitz

July 2016 – **Khalil Fattal et Fils, Jisr El Wati, Lebanon**
May 2018: *Key account executive:*

- Handling corporate accounts
- Following-up on accounts, organizing and closing deals
- Meeting clients and building relationships
- Organizing and executing corporate sales blitz

July 2015 – **Grand Hills a Luxury collection hotel and spa by Starwood, Broumana, Lebanon**
July 2016: *Banquet Sales Specialist:*

- Pre-opening experience
- Handling corporate group offers and banquet offers
- Handling Wedding and individual Inquiries (Baptism, Brunch, Lunch, Dinners...)
- Following-up on accounts, organizing and closing deals
- Meeting clients, wedding suppliers and generating leads
- Organizing and executing corporate sales blitz

May 2014 - July 2015	L'Atelier, Beirut, Lebanon The Université Saint Joseph's training restaurant <i>Restaurant Manager, F&B</i> <ul style="list-style-type: none"> Coached and trained students to the principles and practices of hospitality Participated in changing the restaurant's menu, its interior decoration and the students' uniform Planned and Organized events
September 2013 - May 2014	Le Gray Beirut Hotel, Beirut, Lebanon <i>Accounts payable, Finance</i> <ul style="list-style-type: none"> Handled suppliers accounts, payments, daily reports, and reconciliations Ensured the monthly closing tasks Job combination of receiving buyer accounts payable for a month
July 2013 - September 2013	Le Gray Beirut Hotel, Beirut, Lebanon <i>Telecom agent</i> <ul style="list-style-type: none"> Managed guest requests and switch board Assisted the guests with their requests from housekeeping, room service and In-house shop
April 2013 - July 2013	Le Gray Beirut Hotel, Beirut, Lebanon <i>Finance Internship</i> <ul style="list-style-type: none"> Accomplished training in every position of the finance department
February 2013 - April 2013	Le Vendome Intercontinental Beirut Hotel, Beirut, Lebanon <i>Front office Internship</i> <ul style="list-style-type: none"> Ensured Check-in and Check-out of Clients
February 2012 - September 2012	L'Atelier, Beirut, Lebanon <i>Supervisor Training</i> <ul style="list-style-type: none"> Received the Certificate of Excellence
July 2011 - September 2011	Phoenicia Intercontinental Hotel and Resort Beirut, Beirut, Lebanon <i>Housekeeping Supervisor</i> <ul style="list-style-type: none"> Training

LANGUAGES AND TECHNOLOGY

Languages	Mother tongue: French / Arabic, English: Excellent, Spanish: Beginner Level
Computer skills	Opera System, Micros System, Squirrel System, MS Office, Sun System, FBM.

INTERESTS

Tennis, Reading, Basketball, Jogging, Ex-Red Cross volunteer, Cooking, PMI Lebanon chapter volunteer.

REFERENCES

Available Upon request.