

Jad Kazoun

Consultant

Beirut, Lebanon

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Dedicated professional with extensive experience in the events management and luxury lifestyle management/Concierge services, marketing medical equipment sales industry. Looking for a position where I can apply my advanced skills in professionally representing products, brands and services leading to achieving the required company targets and objectives.

SKILLS

- Excellent strategic sales skills.
- Strong management and leadership skills.
- Thorough understanding of complex logistics in various scales & ability to employ those in different environments/countries
- Very good communication skills both written & verbal
- Proven track record of training skills for diverse categories from training material writing, design, presentation to final delivery & reporting
- Self-motivated and target-driven
- Event management skills, strategic & tactical from sales to conceptualization, operations, budgeting, reporting & supplier management
- Sponsorship sales, strategy, implementation & onsite sponsorship support
- Vast knowledge of F&B and hospitality aspects of events in various scales
- Confident communicator, negotiator and decision maker.
- Strong Teamwork Skills

RELEVANT EXPERIENCE

FREELANCE - CONSULTANT

Quintessentially:

Project Manager, Winter at
Tantara 2 (Al Ula, KSA)

1 DEC. 2019 – 10 MARCH 2020

Responsibilities:

- Overseeing the logistics workflow of the festival (Airport, Accommodation, Activities, and Restaurants).
- Overseeing the Diamond guests' (VVIP) experiences & concierge services
- Training on-ground teams on logistics, services & hospitality
- Providing the Diamond guests the luxury lifestyle management & on-site Concierge services
- Fully representing Quintessentially services throughout the festival as one of the main guest-facing roles
- Design, implementation, training, budgeting, procurement and execution of all VIP dedicated experiences of the festival
- Enhancing the Diamond guests' day-to-day experience and fulfill their requests, through bespoke experiences and lifestyle services
- Elevating the standard experiences for diamond guests
- Providing a weekly report for the Royal Commission for Al Ula (RCU) on observations & recommendations of the diamond guests' experience and implementing preventive measures as well as training teams on improved actions
- Communicating with all stakeholders & suppliers as well as preparing the budgets

FREELANCE – EVENT ORGANIZER

Beirut, Lebanon

NOV. 2013 – PRESENT

Responsibilities:

- Organizing events and PR Coordination for Multiple Venues in Lebanon.
- Managing and organizing Weddings, private events, Bachelor parties
- Overseeing all event requirements, hiring sponsors and suppliers to ensure optimum compliance with event budget.
- Handling floor plan layout as per required event type.
- Setting up human capital requirement plan in order to ensure best practice at minimal cost.
- Overseeing the F&B preparations and setup.
- Connecting with performing artists, agents, florists, lightning, balloons and firework companies, to set up events and requirements.

CCM MIDDLE EAST

BEIRUT, LEBANON

Business Development

Manager

SEP. 2018 – NOV. 2019

Responsibilities:

- Maintaining knowledge of CCM portfolio (Doctor Education, Patient Education, Publishing, and Consultancy).
- Accountable for the execution of the MEA sales plan and achievement of territory revenue target.
- Developing and implementing a strategic plan to optimize sales, grow market penetration and share, and successfully maintaining existing business.
- Preparing material and sales forecasts for the assigned portfolio on a regular basis.
- Developing and maintaining strong relationships with healthcare professionals, as well as developing partnerships through technical demonstrations of products for assigned business.
- Planning, organizing and conducting local congresses, workshops and programs and monitoring ROI on these investments.
- Responsible for successful new product launches in the region.
- Providing a monthly business report including material and sales forecast.
- Responsible for establishing and executing an annual business plan.
- Responsible for all compliance related aspects to the role, including adherence to relevant CCM annexing process for any sales and marketing activities.

C.R. BARD

DUBAI, UAE

Sales Manager

APR. 2016 – JUNE. 2018

Responsibilities :

- Maintaining knowledge of Bard Medical, and Bard Care portfolio (Target Temperature Management, Urology, Bard home care).
- Accountable for the execution of the GCC sales plan and achievement of territory revenue target.
- Developing and implementing a strategic plan to optimize sales, grow market penetration and share, and successfully maintain existing business.
- Preparing material and sale forecasts for the assigned portfolio on a regular basis.
- Developing and maintaining strong relationships with healthcare professionals, as well as developing partnerships through technical demonstrations of products for assigned business.
- Owning and managing relationships with relevant KOL.
- Planning, organizing and conducting local congresses, workshops and programs and monitoring ROI on these investments.
- Responsible for successful new product launches in the region.
- Providing a monthly business report including material and sales forecast.
- Responsible for establishing and executing an annual business plan.
- Generating and participating in an atmosphere of “cooperative working relationships” with all personnel in Bard Worldwide.
- Responsible for all compliance related aspects to the role, including adherence to relevant Bard annexing process for any sales and marketing activities.
- Providing company directors with accurate financial information, management accounts and data analysis.

Achievements:

- Achieved Company target quarterly with a growth of 45%.
- Opened a new business of 100.000 \$ in Cleveland Clinic Abu Dhabi.
- Reached 90% market share in all SEHA and DHA accounts.
- Opened a 300.000 \$ new business opportunities in Kuwait, Qatar and Bahrain.

NAGHI MEDICAL

UAE

Product Specialist

MARCH 2014- APRIL 2016

Responsibilities :

- Handled Abbott Vascular, Merit Medical, Bard, Bactiguard, and Storz Medical portfolio as a product and clinical specialist
- Attended PCI cases with the interventional cardiologist and interventional radiologist to provide technical support when needed.
- Provided all support needed to the urologist, oncologist and the ICU doctors and nurses.
- Supervised and trained new staff.
- Conducted a market research analysis before developing a marketing program.
- Attended interventional cardiovascular, radiology, Biopsy and Urology conferences and meetings to stay updated with the newest technologies and inventions.
- Generated sales leads and followed up.
- Implemented new strategies to achieve the monthly targets.
- Worked on expanding the company's relations by visiting the customers on a regular basis to maintain excellent relationships and to respond to their demands.
- Monitored the stock to make sure of the continuous supply to the client.
- Prepared quotations to participate for private and governmental tenders after insuring the product specifications and quantities.
- Prepared the annual achievement report and annual sales targets and expectations.
- Prepared the annual and monthly business plan.

Achievements:

- Opened new accounts and dealt with new clients that were impossible before.
- Reached 90% market share in Cleveland Clinic Abu Dhabi (CCAD).
- Reached 85% market share in all SEHA accounts.
- Achieved company target quarterly with a gross of 30%.

CHATEAU KEFRAYA

KEFRAYA, LEBANON

Tours and Events Sales**Coordinator**

JULY. 2011 – OCT. 2013

Responsibilities and Accomplishments:

- Participated in setting up annual sales targets and achieved them.
- Prepared annual achievement reports.
- Prepared quotes, negotiated with clients, concluded the sales process and oversaw the execution of the events on a daily basis including all food and beverage ones.
- Managed efficient and effective administration of the Reservations Department.
- Generated sales leads and dealt with sales enquiries from potential customers.
- Maintained a high standard of customer service through a professional and polite manner.
- Supervised all activities including events and tours
- Liaised with external agencies and event organizers when required.
- Conducted Function Sheet Meetings on a weekly basis to ensure that the Operation Staff as well as the Admin Staff were aware of every detail.

EDUCATION

AMERICAN UNIVERSITY OF SCIENCE AND TECHNOLOGY

Bachelor of Business Administration

FALL 2012 – 2013

HUTHWAITE INTERNATIONAL

- Follow up to close sales training
- Presentation skills training
- Selling skills training
- Sales Excellence skills training
- Lead 1 and Lead 2 training

2017- 2018

LANGUAGES

- **ARABIC:** Native language
- **ENGLISH:** Fluent (speaking, reading and writing).
- **FRENCH:** Fluent (speaking, reading and writing).
- **SPANISH:** Basic