

+961 70 489 620  
+961 09 736 733



Said.d.khoury@gmail.com



Hosrayel – Street 17



# Said Khoury

## Quality Assurance

### Team Leader

Administrative Assistant

#### EDUCATION

Bachelor of Science in Information of Technology  
*American University of Technology, Halat*  
2011 - 2015

#### KEY SKILLS

Problem solving



Verbal/Written communication



Team Management, Building, Training and Leadership



Microsoft Office Applications



Team Foundation Server



Database Management Software



HIS-Hospital Information System



CRM-Customer Relationship Management Software



ERP-Enterprise Resources Planning Software



Accounting Software



#### CERTIFICATIONS

Workshop Security Days: The Hackers' Lab and the Protection Theories / 2013

Maytag Product Training Seminar / 2013

Yasa for Driver Improvement Program / 2012

#### CAREER OBJECTIVE

Experienced professional with strong people management skills and Bachelor's degree in Information Technology seeks the role of Quality Assurance Specialist. Actively participating in the company's strategic planning and decision making. Responsibilities include managing and mentoring team members, coaching individuals, projects management, and product development.

#### PROFESSIONAL EXPERIENCE

*Computer Technology & Services / Jounieh / 2015 - Present*  
Software Quality Assurance Manager

- Create a full-cycle testing scenarios on our ERP / HIS Software taking into consideration Performance and data integrity.
- Maintain well-organized, efficient and successful manual and automatic test cases.
- Use Workflow Management software development methods to increase team efficiency.
- Cooperate with management to provide training on improved processes for the team.
- Resolve technical issues and forecasted troubleshooting complications during software trials.

*Sarkis Lteif & Sons / Jbeil / 2012 - 2015*  
Head of IT Sales Department

- Offered friendly and efficient service to all customers, handled challenging situations with ease.
- Increased sales revenues to \$80,000 for IT products by leveraging effective negotiating skills.

*Sarkis Lteif & Sons / Jbeil / 2014 - 2015*  
Purchasing Manager

- Sourced vendors, built relationships and negotiated prices.

#### Hobbies

- Professional Basketball Player