



MARIO RAHAL

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in Mario Rahal

SUMMARY

Extensive experience in the private sector in implementing project activities, Organizing events, networking with different stakeholders, and ensuring smooth workflow of projects

SKILLS

- Problem Solver
- Self- Motivation
- Time Management
- Coordination and Planning
- Team Work
- Ability to work under pressure
- Honesty and Integrity
- Analytical Thinking
- Microsoft Office
- Driving and Security
- Management
- Sales
- Marketing
- Administration
- Real Estate

LANGUAGE

- Arabic : Native proficiency
- English: Fluent
- French : Fluent

EXPERIENCE

- 2021 - 2021 i-Sold Real Estate (Member of Real Estate Syndicate of Lebanon)**
Real Estate Agent
- Research for real estate properties (luxury apartments) for selling, buying or renting
- Conduct walkthroughs, and provide assistance in the process of buying or selling properties
- Advise clients on market conditions
- Jan 2018 - Dec 2019 SPC - Safeguard & Protection Company**
CPO - Close Protection Officer
Main Responsibilities:
- Physical Safety of high risk clients
- Work under pressure
- Defensive driving in Critical cases
- Assessment of security and surveillance measures
- 2018 - 2018 Developpement Social Durable (DSD)- Bekaa-Lebanon**
Procurement Assistant
- Identify purchasing needs of the company
- Research potential vendors
- Track timely delivery of orders
- Mar 2017 - Mar 2019 Al Jamhour Sports Club - Collège Notre Dame De Jamhour**
Supervisor
Main Responsibilities:
- Providing sports activities, mainly climbing and abseiling, for multiple groups
- Coordinating events taking place in the club and making logistical arrangements to ensure that all the activities are running smoothly
- Networking with multiple stakeholders (presidents, ambassadors, members of parliament...) and introducing the club to new clients
- Monitoring any activity happening on the club's premises
- Taking adequate measures when any incident happens
- Leading the team activities and assigning tasks to each team member
- Collect quotations to procure materials for the club activities
- 2017 - 2018 Developpement Social Durable- Bekaa - Lebanon**
Project assistant on بعلمك طوري مجتمعك
- Outreach to 40 women on capacity building, English language and accounting
- Ensure smooth implementation of project activities
- Arrange logistics and administrative needs of the project
- Monitor and evaluate the project impact
- 2013 - 2019 Sport Evasion**
Event Organizer
- Communicate with the client to understand their wants, needs, and special requests for the event
- Plan and organize the event from concept to finish in accordance with the preference of the client
- Select the most suitable location or venue; book, prepare, and arrange it for the event
- Hire key volunteers and manage staff, as well as special guest appearance, MCs, anchor or any other suitable entertainer for the event
- Attend event to oversee activities and ensure details are handled as planned
- Work with and give guidance to volunteers and staff involved in event planning and execution

- Negotiate and contract with vendors such as photographers, florists, caterers, technical and transportation services on a variety of goods and services like security, lighting, sound equipment, displays, stages, parking, food and drink..

EDUCATION

2014-2016	Arts, Science & Technology University of Lebanon (AUL) Two years Associate's Degree in Business Management
2011-2014	Collège Elysée International Baccalaureate Degree in Sociology and Economics

VOLUNTEERING

- June 2019-June 2020: 1 year of Volunteering in social services with the Lebanese Red Cross
- March 2021-July 2021: 5 months of Volunteering in Emergency medical services with The Lebanese Red Cross

CERTIFICATIONS

- 2021-2021: Course Certificate in the Covid-19 tracing from John's Hopkins University
- 2021-2021: Course Certificate in staying alive! First Aid in Emergency from the Kazan Federal University
- 2020-2021: Course Certificate in Successful Negotiation (Essential strategies and skills) from University of Michigan
- 2020-2020: Course Certificate in introduction to negotiation from Yale University
- 2020-2020: Course Certificate in communication skills from Sydney University
- 2020-2020: English study Certificates in marketing and sales, planning and negotiation, management and leadership, and networking From the University of Washington