



Mohamad Flaity

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EDUCATION

Beirut Arab University

Aug. 2016 – Jun 2021

Bachelor of Engineering in Industrial Engineering

- Senior project in Safety & Ergonomics where a study was implemented on how ergonomics has a significant correlation with an employee's safety.
- Facility management and operations research skills gained by applying skills on facility layout.
- Managed project using Primavera software.

EXPERIENCE

Yamama, Beirut, Lebanon

Jun. 2021 – Aug. 2021

Yamama is a food manufacturing supply company and worldwide retailer

Position held: **Supply Chain Intern**

- Maintained organized inventory by checking stock to determine supply levels, expediting orders and delivering materials to work stations.
- Recommended solutions for issues regarding maintenance and waste management.
- Applied a quality control check for a specific batch identifying waste percentage and cost control.

Golden Plast, Beirut, Lebanon

Jun. 2020 – Aug. 2020

Position held: **Operations Intern**

- Took detailed meeting minutes, prepared meeting rooms and compiled paperwork to support department.
- Delivered clerical support by handling range of routine and special requirements.

Select Hosting Agency, Beirut, Lebanon

Mar. 2019 – Jul 2021

Position held: **Host**

- Cultivated positive guest relations by managing information and orchestrating speedy seating.
- Monitored seating area and checked restrooms regularly to keep spotless.
- Collected information from arriving customers to seat groups or place them on waitlist.
- Monitored front entrance for new guests while assisting servers by taking and delivering drink orders.

Creyayte, Beirut, Lebanon

June 2018 – Aug. 2018

Position held: **Supervisor**

- Created successful work schedules for each team member to maintain deadlines and fully staff shifts.
- Applied strong leadership talents and problem-solving skills to maintain team efficiency and organize workflows.
- Worked with management team to implement proper division of responsibilities.
- Evaluated employee performance and coached and trained to improve weak areas.
- Directed staff and managed annual capital budget.
- Audited and documented all processes and procedures for new accounts department.

Extracurricular Activities and Certificates

H.H Sheikhha Fatima Bint Mubarak Excellence and Community Intelligence Program, Dubai, UAE

Eighth Undergraduate Research Competition (URC), Abu Dhabi, UAE

[Capsule Hotel 5810 - YouTube](#)

Digital Literacy, Beirut, Lebanon

SKILLS

Software Skills: MS Word, Excel, Excel VBA, PowerPoint, Access, AutoCAD, C++, POS system, Solidworks, Primavera, and Arena Simulation.

Technical Skills: Lean Management Tools, Six-Sigma, Inventory Control, Operations Research, Quality Management, Waste Management, and Project Management.

Languages: Fluent in English and Arabic.