

Stephanie Broumana

Operations

Well-versed in building positive relationships with customers and other stakeholders. Strong requirements gathering, scope development and inventory coordination abilities. Skilled at overseeing complex, high-value technical projects with excellent planning competencies.



Experience

2015-09 -
Current

Operations Director

XLAB Technologies, UAE

- Developed network of related professionals to open up business opportunities.
- Promoted adherence to client-event requirements through effective delegation, prioritizing and management of all entire production lifecycle, from concept to execution.
- Analyzed projects to determine resource requirements and procured necessary equipment and software.
- Built and utilized reporting systems to keep customers and management in loop with latest information.
- Resolved conflicts and negotiated mutually beneficial agreements between parties.
- Communicated progress of monthly and quarterly initiatives to internal and external sales teams.
- Worked with clients to address and respond to client and partnership management issues.
- Improved product objectives by constructing communication initiatives and branding strategies to increase client outreach.
- Developed strategic relationships with existing customers by learning preferences and managing regular communications.
- Analyzed account details such as usage, sales data and client comments to enhance understanding of effectiveness and client needs.
- Developed innovative and targeted collateral to support overall branding objectives
- Maintained excellent customer relationships through consistent delivery on commitments.



Contact

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Nationality

Brazilian



Languages

English



Arabic



French



Skills

Coordinating site operations



2013-01 - 2015-03

Sales and Marketing Specialist

Redbull, Beirut

- Took part in all aspects of Red Bull businesses such as marketing and sales;
- Proactively provided ideas, contacts and suggestions for sampling on an ongoing basis;
- Developed relationships and assisted in the student brand management program with marketing, planning and event execution on and off campus;
- Build and maintain professional relationships with key contacts that will be helpful in developing sampling opportunities.
- Knowledgeable and comfortable overcoming of objections with the consumers as well as effectively answering all questions about product and brand;

Pricing structures

Excellent

Communications management

Excellent

Risk mitigation planning

Excellent

Business operations

Excellent

 Education

20002 - 2009-06

High School Diploma

International School Of Choueifat - UAE

2010-01 - 2013-09

Bachelor of Science: Banking And Finance

Lebanese American University - Lebanon

 Interests

Travelling

Social Media

Music

Technology