

HASAN GHADDAR

IT and Project Coordinator

Ghazieh | Saida – Lebanon

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EXPERIENCE

Furniture Et Plus | Republic Democratic Congo – Lubumbashi **Nov 2022 – Apr 2025**

IT Specialist | Stock Manager

- Managed **3** factories' stock departments while auditing logistic documents and quotations
- Audited quotations of all installed hardware as well as checking them before installation
- Reported and addressed employee shifts with respect to sign-in-and-out systems
- Directed sales in the showroom resulting in a **25%** increase
- Installed, maintained, troubleshoot and operated hardware and software programs
- Executed end-user training for **35+** employees on new systems and technology
- Controlled **tens** of user profiles, monitored updates, and ensured regular **daily** backups as well as testing and evaluating new hardware and software before deployment

Black Corner Gaming Lounge | Ghazieh - Lebanon

Oct 2021 – Oct 2022

Operations Manager

- Operated **18** computers and a server, addressing customer needs and resolved computer and gaming-related issues
- Supervised a mining pool, monitoring active miners, heat levels, and hash rates enhancing workflow by **28%**

Be First Center | Ghazieh – Lebanon

Oct 2017 - Jun 2018

Tutor

- Tutored **5** students on **Math** and **Physics**, providing them with the needed knowledge
- Attended with students to clarify and review scientific concepts taught in class, explaining processes, and helping students solve specific problems

Global Trading | Ghazieh – Lebanon

Jun 2017 – Sept 2017

Teller

- Dealt with **50** customers daily by working on their transaction processes (Western Union transfers – bill collection – sale of prepaid cards)
- Adhered to all financial policies, security protocols, and regulatory compliance requirements

EDUCATION

Lebanese University

Master's Degree in Management Information System

Beirut, Lebanon

Jan 2021

Lebanese University

Bachelor's Degree Management Information System

Nabattieh, Lebanon

Jun 2019

SKILLS

Technical Skills: Hardware Installation and Maintenance | Software Troubleshooting and Support | Network Configuration and Management | System Administration | Database Management | Help Desk and Technical Support | Remote Access Solutions | IT Project Management

Soft Skills: Project Management | Task Management | Monitoring and Evaluation

Languages: Arabic | English | French (fluent)