

MOHAMMAD HIJAZI

Beirut-Lebanon +961 71 107 916

mohamad_hijazi@live.co.uk

Searching for a job opportunity to increase my skills and abilities. Highly-capable leader, having led multiple Senior class projects to completion, motivated to offer the highest quality of services.

EDUCATION

- 2021 *Chemical and Petrochemical Engineering* Lebanese University
- 2016 *Lebanese Baccalaureate – General Sciences* Choueifat Official Secondary School

EXPERIENCE

- **December 2021-Present Supervisor** **TTC Express**
 - Maintaining the day-to-day operations of the delivery team
 - Recording daily work assignments and maintaining daily attendance files for all drivers and helpers
 - Monitoring tracking progress and setting up a formal line of communication with management
 - Monitored tracking progress and set up a formal line of communication with management
 - Handling the cash after the end of each delivery and ensuring that the amount returned matches the clients' total payment
- **May. 2021 – Sep. 2021 Trainer** **Workout Gym**
- **Sep. 2016 – May. 2018 Private Teacher**
 - Teaching math, physics and chemistry to high school students
- **Jun. 2017 – Sep. 2019 Banquet Server** **KEMPINSKI SUMMERLAND HOTEL & RESORT**
 - Skillfully anticipate and address guests' service needs
 - Assisting with event preparation, set up, and closing, including setting up and packing away tables, table cloths and place settings, and buffets
 - Seeing to the comfort of guests through answering questions, taking orders, conveying special instructions to the kitchen and bar, and serving food and beverages
- **Jun. 2016 – Oct. 2016 Storekeeper** **Adnan Book Store**
 - Providing assistance to customers looking for books
 - Organizing books
 - Maintaining book database and collecting payments

ACADEMIC PROJECTS

- **Engineering Final Year Project: Design of a Heat Pump for Local Agriculture in Lebanon**
- **Methanol Production Process – Dymola Simulation**
- **Lebanese Natural Gas Power Plant – Aspen HYSYS Project**
- **Biodiesel from Waste Cooking Oil Process – Aspen HYSYS Project**
- **Modeling and Optimization of an Air-to-Air Heat Exchanger**

COMPUTER SKILLS

- Aspen HYSYS ▪ Word ▪ SolidWorks ▪ MATLAB ▪ Python
- AutoCAD ▪ PowerPoint ▪ LabView ▪ Dymola ▪ Excel and VBA

LANGUAGES

English (fluent), **Arabic** (native), **French** (fair)

VOLUNTEERING AND COMMUNITY EXPERIENCE

- Class Delegate – Representative
- The Change Maker Festival – Hult Prize Final (Organizing Volunteer)
- Member at: Sama, IEEE, Swimming Clubs
- Delegate at GC LAU MUN

CERTIFICATES

- Microsoft Office Specialist in Word and PowerPoint
- Microsoft Excel for Scientists and Engineers – Udemy Certificate
- Python Programming (from Basics to Advanced Level) – Udemy Certificate