

## PERSONAL INFORMATION

## Elinor A. Maksoud

📍 Lebanon, Mansouriyeh – al metn

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**Gender:** Male | **Date of birth:** July 19, 1999 | **Nationalities:** Lebanese

## JOB APPLIED FOR

## WORK EXPERIENCE

November 2021 – present **Bartender**

**Machrou3 Cafe Company / sapa restaurant and cocktail bar / Beirut, Lebanon.**

May 2019 – October 2021  
(summer season)

**Bartender**

**Machrou3 Cafe Company / Cinco Lounge / Broummana, Lebanon**

June 2018 – May 2019

**Sales**

**JP Mobile / Mansouriyeh, Lebanon**

- Answering calls/fax
- Replying to e-mails
- Moneygram Transactions
- Sales
- Cashier
- International calls

October 2017 – September 2018

**Phone operator**

**Team Taxi / Mansouriyeh, Lebanon**

- Answering calls
- Dealing with Customers
- Dealing with Drivers

## EDUCATION AND TRAINING

2018 - Present

**Bachelor in Political Science and International Affairs**

Sagesse University

**Present GPA 3.51 over 4**

## PERSONAL SKILLS

Mother tongue Arabic

Other language(s)

	UNDERSTANDING		SPEAKING		WRITING
	Listening	Reading	Spoken interaction	Spoken production	
English	Expert level	Expert level	Intermediate level	Expert level	Intermediate level
	University Major				
French	Expert Level	Intermediate Level	Intermediate Level	Expert level	Intermediate level
	French Schools				

- Communication skills**
- Good communication skills: Gained through my work experiences
  - Debating skill: Gained through academics
  - Excellent convincing power: Gained through social activities

- Other skills**
- Decision Making
  - Time management
  - Punctuality

#### ADDITIONAL INFORMATION

**Driving license** Lebanese driving License.

**Volunteers** Lebanese Civil Defense | Central Operations 4/1 | Tahwitet forn al chebbak Lebanon ( joined from 8 June 2020 )

