
PIERRE EL DEBES

PROFILE

I am a hard worker, considering always my job as a challenge. I enjoy a challenge and an enthusiastic approach to my work along with my sense of humor and commitment to details in sure. I am composed and calm under pressures and have great capacities to learn as individual as well as in a team environment.

CONTACT

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Beirut-Jdeideh, Al Saad Street.

EDUCATION

High school diploma

Auto Mechanics

Ecole des arts et des métiers

LANGUAGES

English • French • Arabic

ACTIVITIES AND INTERESTS

Volunteer

Reading

Hiking

BasketBall

EXPERIENCE

RETAIL CONTROLLER

LIVE ORGANIC-NACCACHE

DECEMBER 2021 – PRESENT

- ❖ Planning, directing and coordinating all accounting operational functions
- ❖ Managing the accumulation and consolidation of all financial data necessary for an accurate accounting of consolidated business results.
- ❖ Coordinating and preparing internal and external financial statements
- ❖ Coordinating activities of external auditors
- ❖ Managing the budget process
- ❖ Assessing current accounting operations, offering recommendations for improvement and implementing new processes
- ❖ Evaluating the effectiveness of accounting software and supporting database, as needed
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- ❖ Overseeing regulatory reporting, frequently including tax planning and compliance

STORE MANAGER

SPORT 4 EVER -DBAYEH

JUNE 2018 – OCTOBER 2021

Sport 4 Ever is a Sport Shop company, I am assigned to:

- ❖ Ensure high levels of customer satisfaction through excellent sales service.
- ❖ Assess customer's needs and provide assistance and information on product features.
- ❖ Welcome customers to the store and answer their queries.
- ❖ Follow and achieve department's sales goals on a monthly, quarterly and yearly basis.
- ❖ Maintain in-stock and presentable condition assigned areas

- ❖ Recruiting, training, supervising and appraising staff.
- ❖ Ensuring compliance with health and safety legislation.
- ❖ Remain knowledgeable on products offered and discuss available options.
- ❖ Managing budgets.
- ❖ Liaising with head office.

ASSISTANT OPERATOR MANAGER/CASHIER AKIKI FRERE COMPANY-ANTELIAS

March 2020 – SEPTEMBER 2021

AKIKI FRERE; Fruits and Vegetables Shop, I am assigned to:

- ❖ Managing transactions with customers using cash registers.
- ❖ Scanning goods and ensuring pricing is accurate.
- ❖ Collect payments whether in cash or credit.
- ❖ Issue receipts, refunds, change or tickets.
- ❖ Develop work rules and guidelines for company employees
- ❖ Schedule projects and ensure assignments are carried out as planned.
- ❖ Identify what is required for staff to carry out their duties
- ❖ Work hand-in-hand with top management staff concerning work/operational issues and other activities
- ❖ Draw up reports regarding operations in the company and pass them to top management whenever it is requested for
- ❖ Maintain clean and tidy checkout areas.
- ❖ Stay up to date on all promotions and special offers.

ASSISTANT MANAGER HIDDEN ROOF TOP-ANTELIAS

AUGUST 2017 – DECEMBER 2018

Hidden Rooftop Bar, I am assigned to:

- ❖ Ensuring company policies are followed.
- ❖ Optimizing profits by controlling costs.
- ❖ Resolving customer issues to their overall satisfaction.
- ❖ Hiring, Training and developing new employees.
- ❖ Providing leadership and direction to all employees.
- ❖ Ensuring product quality and availability.
- ❖ Preparing and presenting employee reviews.
- ❖ Organizing employees schedule.

EVENT MANAGER

HB TEAMS

MAY 2016 – MARCH 2018

Event design, production and management, I am assigned to:

- ❖ Brainstorming and implementing event and concepts
- ❖ Handling budgeting and invoicing.
- ❖ Negotiating sponsorship deals.
- ❖ Updating senior management.
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- ❖ Ensuring product quality and availability.
- ❖ Handling post event reports

KEY SKILLS AND CHARACTERISTICS

- ❖ Knowledge in POS software's
- ❖ Knowledge in Microsoft products.
- ❖ Ability to work well in a team.
- ❖ Ability to prioritize workload and work under tight deadlines.
- ❖ Attention to details.
- ❖ Good communication skills.
- ❖ Ability to set up temporary solutions to ensure business continuity.
- ❖ Problem solving skills.
- ❖ Time Management