

Goal-oriented and technologically skilled. Driven and determined to assist organizations in thriving. Skilled in prioritizing and completing work.

EDUCATION

Bachelor of Engineering in Petroleum Engineering

Notre Dame University NDU

2016 - 2022

Lebanese Baccalaureate in General Sciences

College Notre Dame de Louaize

WORK EXPERIENCE

Financial Advisor

Beirut - Strayton

2022 - 2023

Trading company

Achievements/Tasks

- Handled the CRM for the team, kept the leads updated
- Maintained relationships with clients by providing support, information, and guidance
- Established contact and developing relationships with prospects, recommending solutions
- Researched and recommended new opportunities; recommended profit and service improvements

Sales

Beirut - Habibi Bazar

2020 - Present

Retail shop based in the USA

online sales, customer service

- Handled social media account for HABIBI BAZAR
- Received online orders, customers customizations and feedbacks

Assistant for specifications & sales

Progressive Trading Enterprises LTD S.A.R.L

2017 - 2018

Metn - Sin el Fil

Achievements/Tasks

- Perform technical and commercial submittals to glass processors and façade contractors
- Follow up on orders with SGG factories located overseas
- Prepare and present glass products to architects, consultants, and contractors

SKILLS

AutoCAD

SolidWorks

Mat-Lab

Petrel

Microsoft Office

CRM

PROJECTS

Petroleum Engineering society (2018 - 2022)

- Founded An Engineering club which at the moment has 60 active members

Student Leadership Program (2016 - 2017)

- Created and managed a student leadership program during which numerous workshops, lectures and activities dealing with leadership, soft skills, and self improvement.

Senior Project

- Application of Enhanced Oil Recovery methods using Polymer Injection in Block 4 Offshore LEBANON

ACHIEVEMENTS

Student Member of the Petroleum Engineering Society

Student Member of the American Society of Mechanical Engineers

LANGUAGES

English

Full Professional Proficiency

Fench

Full Professional Proficiency

Arabic

Native or Bilingual Proficiency

INTERESTS

Boardgames

Scouts

Artificial Intelligence

Theatre

Writing

