

# Mohammad Khashab



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Beirut, Lebanon

## PROFILE

Computer science graduate with analytical, statistical skills. Able to work well independently or in a group environment with an eye for detail. An excellent communicator and a hard worker. Looking for an internship or a full-time job in order to gain experience and utilize the abilities developed through my experiences and education.

## EDUCATION

**2016 – 2022**, *Lebanese International University*,  
Bachelor's Degree in Computer Science.

**2000 – 2015**, *Saint Severius College*.

## EXPERIENCE

**2021 – Present**, Bar Manager, *Ginette*, Beirut, Lebanon.

- Managing orders and communicating with customers and other employees.
- Managing produce data and organizing the inventory.
- Tracking the sales and maintaining the budgets.

**2018 – 2019**, Crew Member, *Dunkin Donuts*, Beirut, Lebanon.

- Communicated with clients.
- Managed orders.
- Managed produce data.

**2017**, Cashier and Phone Operator, *Gaming Lounge*, Beirut, Lebanon.

- Answered phone calls and responding to customer questions and complaints.
- Managed transactions.

## LANGUAGES

Arabic: Native

English: Professional

German: Beginner

## REFERENCES

References will be provided upon request.

## SKILLS

### Soft skills:

- Analytical Thinking
- Problem Solving
- Time Management
- Teamwork
- Strong Communication
- Leadership
- Interpersonal
- Adaptability and Flexibility

### Technical Skills:

- Computer Literacy
- Microsoft Office
- World Wide Web
- Email Systems

### Trainings:

- Table Service Training
- Customer Service Training
- Food Safety and Hygiene