

HADY ATALLAH

PROFILE

Self-motivated and energetic with experience in sales and operations coordination in a fast-paced environment. I have stood out as a skilled negotiator and problem solver with solid customer service skills. With a specific ability to build and maintain long-term professional relationships with business associates, colleagues, and clients.

TRAININGS AND WORKSHOPS

Inspire Fitness Academy

August 2020 – February 2021

Personal training and fitness education certification

Lebanese Film Academy

April 2015 – June 2015

Acting and creative expression workshop

CONTACT

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IT SKILLS

Autodesk
Illustrator
Flash
CorelDraw
Web Design
Audacity

LANGUAGES

Arabic: Native
English: Fluent
French: Fluent

WORK EXPERIENCE

Sales representative

The first group – Real Estate Developer in Dubai

June 2022 – November 2022

Contact potential or existing customers and investors to inform them about investment opportunities in the hotel sector. Answer questions about the investments or the company. Close sales deals over the phone and maintain good customer relationships. Enter and update customer information in the database. Keep records of calls and sales and note useful information.

Fitness Sales Consultant

Skills Sports Center – Bsalim Lebanon

December 2020 – May 2022

Greet and tour prospective members around the facility. Generating, maintaining and executing individual and corporate sales leads. Call, email, and text prospective members. Assist existing members with ongoing questions and concerns. Coordinating and managing inside and outside promotional efforts to increase club awareness. Identify markets, opportunities and new sales channels. Work with the marketing team to assure sales and marketing initiatives are aligned. Attend trade shows, events, training and education seminars, as necessary. Focus on retaining current members and obtaining referrals.

Senior Receptionist

D3 Gym – Naccache Lebanon

February 2018 – June 2019

Greet members and provide information on fees, packages, and offers. Handle calls and solve members' problems. Monitor access to the building and report any suspicious activity to the management. Ensure that the resources are used efficiently. Handle general administrative tasks: Send emails, write correspondences, and update calendars. Collect customer feedback and report output to the management.

Sales and Assistant Branch Manager

Retail Group – Dbayeh Lebanon

January 2017 – February 2018

Greet and interact with customers to understand their needs and preferences related to merchandise. Demonstrate and explain merchandise, selecting and suggesting suitable options for the customer's needs. Assist customers with purchase decisions. Retrieve merchandise from the sales floor, stock room, or other inventory locations. Collect payments using the store point-of-sale system. Process returns and exchanges. Ensure the store is appropriately stocked with merchandise. Perform other duties as assigned.

Main Actor and Animator

Smiley Mizo Group - Lebanon

December 2014 – June 2022

Perform plays on stage including acting and dancing. Manage a group of children involving them in games, dancing, and craft activities. Plan and promote activities in advance and perform them for children. Organize events and monitor results.

Speaker and Lecturer

World Vision - Lebanon

September 2014 – November 2014

Prepare and deliver lectures and workshops concerning children's rights