

# Ibrahim Mohammad Majed

Beirut, Lebanon

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## Summary of qualifications

- Cooperative and able to be part of a group, hard worker, discrete, and trustworthy.
- Excellent written and verbal communication, highly motivated and self-sufficient, detail oriented.
- Able to meet deadlines and learn new tasks and procedures quickly.
- Analytical and problem solving coupled with decision-making ability.
- Able to work under pressure with high precision and accuracy.
- Fast and good typing skills (65 WPM).
- **Advanced skills:** Microsoft office, Omega, accommodation management system, Micros, Gmind.
- **Languages:** Arabic & English.

## Experience



### MUV Gym

Sep2022-Present

Bar Manager

- Up selling items on the bar.
- Maintaining an affirmative attitude.
- Managing stock and sales sheets daily.
- Creating and buying new items and ideas to keep customers interested in purchasing.
- Negotiating with dealers to get better deals and prices.



### VI Furniture

April - August2022

Salesman

- Giving a tour in the furniture and accessories showroom.
- Showing different types of fabric and colors to convince clients of purchasing the item.
- Drawing and modeling the design to show and confirm all the details.
- Finishing the deal and closing the invoice with the costumer.



### Amel Association International

July2021-March 2022

Data entry coordinator

- Data Entry in a mobile medical unit (Vaccination Campaign).
- Communication and interaction with refugees.
- Sending daily reports and data for the UNHCR.



### KFC Bliss

Feb-June 2021

- BOH [ back of house] chef breading chicken and cooking it.
- MOH [middle of house] wrapping sandwiches and checking every delivery order before leaving.
- FOH [front of house] dealing with customers taking orders and close cash and cheats.



### Aishti Multi-Brand

Oct-Jan 2021

Salesman

- Greeting costumers and provide excellent costumer service.
- Costumer service orientation by providing costumers with fast, friendly, and efficient service.

- Stocked shelves, supplies, and organized displays.
- Kept fitting rooms clean and organized.



### **Lancaster Eden Bay**

**Jan - Sep 2020**

Costumer Services Representative

- Maintaining a positive, empathetic, and professional attitude toward customers at all times.
- Responding promptly to customer inquiries.
- Communicating with customers through various channels.
- Acknowledging and resolving customer complaints.
- Knowing our products inside and out so that you can answer questions.
- Closing sheets and cash at the end of day.



### **Florist & Supervisor**

**Jun -Sep 2019**

The florist

- Receiving shipments, and then snipping and displaying our flowers.
- Topping up watering solutions to enhance our flowers' life spans.
- Advising clients on possible flower combinations.
- Providing occasion-specific flower suggestions.
- Decorating weddings.



### **Modtex company**

**2016 - 2019**

- Insect extermination.



### **Volunteer experience**

- Volunteer with LSL (Lebanese Spotlight)
- Volunteer with VFL (Voix De La Femme Libanaise)

## **Education**

**2024**



### **Mechanical Engineering**

Lebanese International University

## **Licenses and certifications**

- JA Job Shadow With Meker Company.
- Joined Workshops with The Little Engineer.
- Car driving license

