

Omar Sabra

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Beirut, Lebanon

Personal Profile

A dedicated and results-driven professional, I combine academic excellence with practical experience. Known for my analytical prowess, negotiation skills, and meticulous attention to detail, I have successfully navigated complex contracts and ensured compliance. With a strong foundation in business management, I am now seeking a new and challenging opportunity that allows me to apply my skills, contribute to organizational success, and continue my professional growth to any opportunity in the business field.

EDUCATION

Lebanese American University (LAU), Beirut, Lebanon	2019-2022
BS in Business with an emphasis in Management.	

Hariri High School II, Beirut, Lebanon	2019
Lebanese Baccalaureate, Economics and Sociology	

WORK EXPERIENCE

CMA CGM, Beirut, Lebanon	February 2023 – Present
<i>Contract Analyst (Shipping Department)</i>	

- **Contract Analysis:** Thoroughly review shipping contracts, identifying key terms, conditions, and obligations to ensure compliance with company policies and industry regulations. Negotiate terms and conditions after reviewing contracts to prevent potential disputes and financial risk to avoid contractual disputes or financial losses.
- **Risk Assessment:** Conduct comprehensive risk assessments on shipping contracts, evaluating potential challenges, and proposing effective risk mitigation strategies.
- **Documentation Management:** Oversee the accurate and timely preparation of contract documentation, ensuring proper record-keeping and adherence to legal and regulatory requirements.
- **Collaboration:** Collaborate with cross-functional teams, including legal and logistics to facilitate seamless communication and alignment on contract-related matters. Advising internal departments on innovative and cost-effective ways to comply with contractual obligations Ensuring that contract terms comply with legal requirements and policies.
- **Performance Monitoring:** Monitor contract performance metrics, analyze deviations, and recommend corrective actions to optimize operational outcomes and maintain high-quality standards.
- **Engaging in seamless collaboration with the GBS India team,** I simultaneously furnish updates and reports to our office in Norfolk, facilitating ongoing audit processes of our work.

EXTRA CULICULAR ACTIVITIES

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| • Member in the Management Club, LAU | 2019 – 2021 |
| • Captain of the HHSII Football varsity team | 2013 – 2015 |

CORE COMPETINCIES AND SKILLS

- Account Management, contract analysis and time management
- Risk Assessment
- Teamwork and adaptability

Confident in using all Microsoft office Applications (Excel, PowerPoint, Word, Outlook, OneDrive ...)

Languages: Fluent in English & Arabic.