Mahdi Abbass

Editor

Saida
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EDUCATION

July 2021

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Bachelor Degree in computer science where I learned how to create and use software's in Lebanese International University.

June 2017
High School Diploma in Economics in Al hara High School.

PROFESSIONAL EXPERIENCE

Nov 2023 Present
Editor / Account Manager, World of Business
Managing Genixs and FiQr social media accounts on Social Media Platforms (Meta, Tiktok, LinkedIn) by communicating with marketing, graphic design, content creation and productions teams.
Editing Content on Cap Cut and Premiere pro.
Writing content for Websites and collecting data.
Making researches about new technologies to be used in our work.
Weekly reports about work process with teammates.

Nov 2022 June 2023
Account Manager, MYK
Generated and delivered regular reports on data entry progress.
Managing products order / delivery to customers using Data Base Systems.
Managing Customer Service and handling feedbacks.
Delivering items to customers in wide areas.
Editing videos on premier pro and cap cut for our items and publish it on social media platforms.
Managing arrived items from sea port and shipping companies.

Feb 2020 Oct 2022
Information Technology/Account Manager, Nasser Zibawi Co
Collaborated with cross-functional teams to design and implement IT projects, meeting project deadlines and delivering successful outcomes.
Managing Customer Service on using our items and listening to their feedback.
Weekly Reports on System functioning process and editing reels about the items.
Managing outside workshops.

June 2017 Jan 2019
Waiter / Bartender, Shake & Bake
Provided exceptional customer service by greeting and assisting patrons, ensuring a positive and enjoyable dining experience by making delicious drinks.

SKILLS & ABILITIES

- Leadership Skills Where I managed to communicate / executed decisions with team members where I communicated with team members to achieve a project.
- Creativity in editing using premier pro and Cap Cut.
- Deep researching for ways to benefit work in technology by researching for the newest AI tools and technology where I can benefit the company before anyone else.
- Known for excellent time Management.
- Excellent in using Word, Excel, Power Point and Data Entry.

ACCOMPLISHMENTS

CCNA Network Academy: CCNA 1, CCNA 2.