

AHMAD DAMAJ

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Nationality: Lebanese
DOB: 22 November 1999
Marital Status: Single



PROFESSIONAL SUMMARY

Ambitious and proactive recent graduate with hands-on experience in customer service and inventory management. Fluent in Arabic and English, I am seeking to join a prestigious organization where I can apply my skills and enthusiasm to contribute to impactful projects. Driven by a desire to grow professionally and gain in-depth industry knowledge, I aim to leverage my problem-solving abilities, strong organizational skills, and collaborative mindset to support and elevate the company's success. Committed to continuous learning and professional development, I am excited to bring my dedication and expertise to a dynamic team.

CORE COMPETENCIES

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|---------------------------|-------------------------|-------------------------|
| • Effective Communication | • Interpersonal Skills | • Flexibility |
| • Problem Solving | • Decision Making | • Self-Motivation |
| • Team Collaboration | • Organizational Skills | • Relationship Building |
| • Time Management | • Active Listening | • Cultural Sensitivity |
| • Adaptability | • Negotiation Skills | • Resilience |
| • Critical Thinking | • Positive Attitude | • Presentation Skills |
| • Emotional Intelligence | • Stress Management | • Adaptability |
| • Conflict Resolution | • Initiative Taking | • Goal Setting |
| • Leadership Skills | • Empathy | • Professionalism |
| • Creativity | • Patience | • Work Ethic |

PROFESSIONAL EXPERIENCE

[October 2022 – December 2022] – “SUZUKI” Automotive Company at “G.A. Bazerji & Sons sal (GABS)”, Beirut - Lebanon.

Position: Trainee at Aftersales Department

- Provided comprehensive support in managing aftersales service inquiries, addressing customer issues, and ensuring high levels of satisfaction.
- Coordinated and scheduled service appointments efficiently, optimizing workflow and enhancing customer experience.
- Assisted in monitoring and managing inventory of spare parts and accessories, contributing to streamlined stock control and availability.
- Gained practical experience by observing and participating in various aftersales processes and procedures, acquiring valuable industry knowledge and skills.

EDUCATION

- **Lebanese International University;**
Qualification: Master of Science in Mechanical Engineering.

JULY 2024

TECHNICAL SKILLS

- SolidWorks, AutoCAD, Revit, MATLAB, Ansys.
- Plumbing Design Course.
- Mechanical Shop Drawing Course.