

Izzat Al Mahmoud

Beirut, Lebanon,

+961 71494661 ; almahmoudizzat6@gmail.com

EDUCATION

2018 – January 2022

- BA in Banking and Finance.
School of Business at Lebanese International University

2016 - 2017

- High School Diploma SE
Hussein Ali Nasser High School
Beirut, Lebanon

EXPERIENCE

July 2023 – Current

Ever Green Solar Energy Company

Assistant Manager / Sales Consultant

- Responsible for supporting daily operations and actively contributing to sales growth and customer satisfaction.
- Assisted in managing and coordinating daily store or branch operations.
- Engaged directly with customers to understand their needs and offer suitable products or services.
- Consistently achieved and exceeded monthly and yearly sales targets.
- Followed up on customers' orders from placement to delivery.
- Handled customer complaints and provided professional solutions.
- Helped implement sales strategies and promotional activities to increase revenue.
- Prepared reports and presented insights to management for decision-making.
- Collected and reported employee feedback to improve workplace policies and conditions.

June 2022 – Current

Online Sales and Marketing

Self Employed

- Selling Retail and Wholesale.

July 2020 – May 2021

Data Entry

Libanex Delivery Company

- Entering customer's information on the company's system.
- Enter the amount for each customer, adding the delivery charge for each one and according to the region.
- Issuing an account statement for each customer.

February 2015 – August 2019

Cashier

Karaz Café

- Managed cash register, processed transactions quickly and accurately, and balanced cash drawer at the end of each shift.
- Provided excellent customer service, addressing customer inquiries and resolving issues promptly.
- Assisted in training new cashiers and provided ongoing support to colleagues.
- Maintained cleanliness and organization at the checkout area.
- Handled high-volume transactions efficiently during peak hours.
- Processed payments, including cash, credit/debit cards, and gift certificates.

SKILLS

- Multitasking & Prioritization – Effectively managing multiple responsibilities.
- Leadership & Team Management – Supervising and motivating.
- Negotiation & Persuasion – Closing sales and resolving supplier/customer matters.
- Time management & Organization – Ensuring efficient use of resources and staff scheduling.
- Conflict resolution – Handling employee and customer issues effectively.
- Reporting & Analysis – Preparing performance reports for upper management.
- Operation Management – Overseeing daily showroom activities.
- Sales & Business Development – Achieving and exceeding sales targets.

LANGUAGES

- Arabic: Native
- English : Fluent