

Bassem Al Fakih

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CAREER SUMMARY:

Over 15 years of diversified experience as a General Manager\Operations Manager in Retail, current Operations Manager & Branch Manager and previous Floor manager in F&B industries, Operations manager & Operations Assistant in NGO's as well as Fundraising & Marketing, Grants & Proposal writing.

Skills:

Food safety and Hygiene skills, Strong communication skills, Computer skills, Interpersonal skills, Leadership skills, Management skills, Problem-solving skills, Time management skills, Transferable skills, Collaboration / Teamwork skills, Attention to detail skills, Creativity skills, Strong Decision-Making skills, Writing Skills, Project coordination skills, Project Writing skills, Project Management skills.

WORK HISTORY:

- **Branch/Operations Manager**- Li Beirut Sweets (May 2024 – Current), Lebanon
- **Operations Manager**- Dikken El Mazraa (March 2024 – May 2024), Lebanon
- **Grants & Proposal Writing**- Centre Euro Arabe, (June 2023 – Feb 2024), Lebanon-France
- **Fundraising Coordinator**- URDA, (February 2023 – May 2023), Lebanon
- **Floor Manager**-Cravia Zaatar w Zeit, (May 2022 – August 2022), United Arab Emirates
- **Field Admin Assistant**- World Vision, (March 2021) – December 2021), Lebanon
- **Social Worker**- World Vision, (August 2020 – March 2021), Lebanon
- **Store Manager**- Ammouri Est., (April 2017 – May 2020), Lebanon
- **Floor Manager**- Cravia Zaatar w Zeit, (June 2016 – March 2017), United Arab Emirates
- **Operations Assistant**- Relief International, (August 2015 – January 2016), Lebanon
- **Floor Manager**- Cravia Zaatar w Zeit, (March 2012 – December 2013), United Arab Emirates
- **Floor Manager**- ProMart, (June 2008 – August 2009), Lebanon

EDUCATION:

- **Master's in project management**

University: Cardiff Metropolitan, UK\Beirut
2014 – 2015

- **Bachelor's Degree in BIS (Business Information Systems)**

University: MUBS, Beirut
2008 - 2011

Languages:

- English – Professional
- Arabic - Native

Certificates and Awards:

HACCP Food Safety System in Food processing industry, ISO 22000:2018 Food safety Management system FSMS, TSI Quality Services, Person in Charge Award, Fund Raising, Proposal Writing, JavaScript, Code Foundations, CSS, HTML, UN Pre-Hospital Emergency, UN First Aid, Marketing Essentials, Directing & Delegating as a manager, Procurement & Logistics, Personal Safety & Security, Managing Travel in Crisis, Distribution of Relief Goods, Response Operations in Charge.