

Alissar Al Zoughbi

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Professional Experience

Software Engineering Bootcamp — SE Factory

-Sep 2025 – Nov 2025

- Completed Introduction to Coding (Python basics, functions, recursion, sorting & searching algorithms, Object-Oriented Programming).
- Completed Introduction to Web Development (HTML, CSS, JavaScript, PHP, SQL).
- Program included online video materials, hands-on assignments, and instructor-led sessions.

Head Cashier

- American Center Outlet 2023 – Present

- Promoted to Head Cashier in April 2023 after demonstrating exceptional performance and leadership.
- Supervise daily cashier operations, ensuring accuracy and efficiency in transactions.
- Train and manage a team of cashiers, fostering a collaborative and productive work environment.
- Provide excellent customer service and address inquiries to enhance satisfaction and loyalty.
- Oversee inventory management, cash register reconciliation, and maintain accurate records.
- Assist in organizing store displays to ensure an appealing shopping environment.

Accountant and Administrative Assistant

-Hypco Station 2022 – 2023

- Processed and managed financial records, including daily transactions and reconciliations.
- Assisted with administrative tasks, including documentation, scheduling, and client communication.
- Supported the team in achieving organizational goals with effective multitasking and attention to detail.

Call Center Agent

-UNHCR (United Nations High Commissioner for Refugees) 2020 – 2021

- Responded to refugees' inquiries and provided effective solutions, ensuring their needs were met with empathy and professionalism.
- Maintained accurate records of interactions and provided reports to supervisors.
- Delivered empathetic and professional support in high-pressure situations.

Sales Associate and Cashier

-Eldorado Shopping Center 2020

- Assisted customers with purchases, providing product recommendations and support.
- Operated the cash register and managed sales efficiently.
- Ensured store displays were attractive and inventory was well-organized.

Volunteering Experience

-Beirut Explosion Relief Efforts 2020

- Participated in organizing and distributing essential supplies, including food and medical aid.
- Helped with cleanup and recovery efforts, contributing to restoring the affected areas.

-Spark organization 2019

- Participated in 10+ meaningful service projects and events.

Skills

Core Competencies

- Leadership and team management.
- Strong communication and public relations skills.
- Self-motivated and adaptable to dynamic work environments.
- Proven ability to work under pressure and manage multiple tasks efficiently.

Technical Skills

- Proficient in Microsoft Office Suite (Word, Excel, PowerPoint).
- Experienced with Windows operating systems.
- Experienced in Photoshop and Adobe Illustrator.
- Web Development: Responsive design, website layout, form handling, version control (Git/GitHub)
- Tools: VS Code, Chrome DevTools, GitHub

Languages

- **Arabic:** Native (Read, Write, Speak)
- **English:** Intermediate (Read, Write, Speak)
- **French:** Basic (Read, Write, Speak)

Education

Bachelor's Degree in Business Administration 2020

Arab Open University

Certificate in Graphic Design

Jafra

References

Available upon request.