

Dynamic Project Manager with over 3 years of experience leading diverse teams and driving projects to successful completion. Equipped with a solid foundation in computer science and advanced training in project management, adept at utilizing strong organizational, time management, and communication skills to enhance team productivity and project outcomes. Committed to delivering exceptional results through effective multitasking and strategic planning. Passionate about leveraging expertise to contribute to innovative project initiatives and foster collaborative environments.

Professional Experience

TOODOO, Lebanon

July 2023 — Present

Project Manager

- Managed client expectations to ensure stakeholders were kept informed and up-to-date with project progress.
- Developed and maintained comprehensive project documentation to ensure transparency and traceability.
- Led weekly progress meetings with stakeholders to keep them informed of project progress and to address any issues.
- Created an effective risk management plan that identified, assessed, and mitigated risks to the project.
- Led and managed cross-functional teams to ensure successful project delivery.

LAWebGeeks, Los Angeles USA

July 2022 — June 2023

Junior Product Manager

- Supported the end-to-end execution of digital initiatives for high-profile clients, including Newport Butane, focusing on aligning business goals with user needs.
- Assisted in managing product improvements for e-commerce platforms, enhancing user experience, reducing load times, and contributing to higher online conversions.
- Collaborated with cross-functional teams (design, development, and marketing) to deliver features and campaigns on time, ensuring alignment with client vision and objectives.
- Conducted performance analysis and provided actionable insights that informed product decisions and contributed to long-term client retention.
- Monitored user engagement across digital touchpoints, helping refine content and features to increase customer satisfaction and brand visibility.

Bassel Computers, Lebanon

December 2016 — June 2022

Store Manager

- Developed and maintained strong relationships with customers to ensure repeated business.
- Created weekly and monthly reports to track store performance and identify potential issues.
- Analyzed store performance data to identify areas of improvement and develop strategies to increase efficiency.
- Achieved store sales targets through innovative promotional campaigns and strategic pricing.
- Negotiated contracts with vendors to ensure competitive pricing and quality of products.
- Developed and implemented initiatives that increased customer satisfaction by 30%.
- Streamlined store processes and procedures, resulting in a 10% increase in employee productivity.

Education

Master's Degree in Project Management

Cardiff Metropolitan University, United Kingdom

Master's Degree in Business Administration

Modern University for Business and Science - MUBS, Lebanon

Bachelor Degree in Computer Science

Modern University for Business and Science - MUBS, Lebanon

Projects

Al Shaafi Holding Website, Muscat

June 2025 — August 2025

Directed the end-to-end development of Al Shaafi Holding's corporate website using the Agile Scrum framework. Defined sprint goals, managed product backlog, and facilitated stand-ups to ensure iterative progress and stakeholder alignment. Collaborated with UI/UX designers, developers, and content creators to implement responsive design, optimized performance, and SEO best practices. Ensured the platform effectively showcased the company's services and projects while meeting branding and business requirements. Delivered the solution within scope and schedule, significantly enhancing digital presence and user engagement.

EMIGALA Awards 2024, Dubai

April 2024 — May 2024

Spearheaded a team of graphic designers, 3D artists, and video editors to produce all visual content for one of Dubai's most prestigious events. Delivered high-quality visuals, including event branding, motion graphics, 3D animations, and promotional materials, ensuring alignment with the event's luxurious and innovative theme. Successfully managed project timelines and delivered exceptional results under tight deadlines.

Lifco Qatar Website, Doha

August 2024 — September 2024

Directed the design and deployment of Lifco Qatar's website. Coordinated sprint cycles and facilitated cross-team collaboration to deliver incremental updates and keep stakeholders aligned throughout the process. Partnered with designers to craft an intuitive interface, guided developers on implementing responsive architecture, and worked with content creators to accurately represent the company's wide product range and heritage. Optimized site speed, structure, and SEO to enhance usability and visibility. The project was delivered within the agreed timeline, reinforcing brand identity online and driving stronger engagement with customers.

DIAFA Awards 2023, Dubai

October 2023 — November 2023

Led a creative team to design and produce all event visuals, including branding, 3D stage design, motion graphics, and promotional videos, for the distinguished Distinctive International Arab Festivals Awards (DIAFA) in Dubai. Ensured the visuals aligned with the event's elegance and high-profile audience, delivering exceptional quality under tight deadlines and contributing to the event's success.

Areas of Expertise

- Problem Solving Skills
- Excellent Communication Skills
- Agile framework Skills
- Multitasking Skills
- Time Management Skills

Licenses & Certifications

Google Project Management: Agile Project Management, August 2025

Fundamentals of Digital Marketing, Google Digital Garage, January 2022

Cisco Certified Network Associate Routing and Switching (CCNA), CISCO, January 2018

International Computer Drivers License, ICDL, January 2017