

ALEX FARAH

Human Resources



About Me

Motivated and organized individual with strong communication and interpersonal skills. Passionate about teamwork, coordination, and contributing to a positive and productive work environment.

Contact

+961- 3 257426

alexfarah28@gmail.com

Awkar, Lebanon

Skills

- Management Skills
- Creativity
- Time Management
- Team Training
- Critical Thinking
- Leadership

Language

English Arabic French

Experience

Floor Manager

Arena Dbayeh restaurant

2024 – 2026

- Supervised daily floor operations to ensure smooth and efficient service
- Maintained positive work environment and team communication
- Delivered high-quality customer service and resolved guest complaints professionally
- Assisted in upselling strategies and promotional campaigns
- Handled cash management, closing reports, and daily reconciliations

Data entry & purchasing

Arena Dbayeh restaurant

2024 – 2026

- Managed invoices, purchase records, and inventory data

Floor Manager

Divvy restaurant

2018 – 2024

- Managed a team, ensuring customer care and satisfaction and efficient operation.
- Scheduled staff shifts and ensured proper utilization of labor work hours.
- Monitored food and beverage supplies to ensure proper inventory levels.
- Maintained a clean and organized work environment at all times.

Education

Bachelor's of Human Resources

2021 - 2024

Arab Open University

Degree in Economics & Sociology

2021

Highschool

References

Linked In

<https://www.linkedin.com/in/alex-farah-6643652b0/>