

Mohamad nour CHAWKI

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PROFESSIONAL EXPERIENCE

01/03/2018 – 30/05/2018	BLOM BANK	BEIRUT - LEBANON
	Telemarketing Agent - Internship	
	<ul style="list-style-type: none">- Operate daily marketing campaigns- Follow up each credit card holder- Solve card holders problems- Assist and recommend customers	
15/03/2016 - 30/12/2017	ALAANET	BEIRUT - LEBANON
	Store Operations Coordinator	
	<ul style="list-style-type: none">- Operate the store's transactions- Communicate and recommend customers- Calculate and collect daily vouchers- Solve customers and employees complaints and problems.- Manage and monitor delivery process	
20/01/2015 - 30/11/2015	AL TAWFIR ECO. MARKET	BEIRUT - LEBANON
	Cashier	
	<ul style="list-style-type: none">- Organize the cash case- Calculate and record products	
22/06/2012 - 30/09/2012	IDRISS SUPERMARKET	BEIRUT - LEBANON
	Cashier	
	<ul style="list-style-type: none">- Organize the cash case- Calculate and record products	

EDUCATION

On Going	BRITISH ACADEMY IN LEBANON – CARDIFF METROPOLITAN UNIVERSITY	LEBANON - CARDIFF
	Business – Project Management - MBA	
June 2017	AMERICAN UNIVERSITY OF SCIENCE & TECHNOLOGY	LEBANON
	Business & Economics- Economics - BS	
June - 2013	YOUNG WOMEN CHRISTIAN ASSOCIATION - BEIRUT	LEBANON
	BT3 – Accounting & Computer - BT	

ACTIVITIES

2008 - Muslim Scout Association - Protocols Legation - Music leader
2008 - Volunteering in dinner preparation every Ramadan

PERSONAL

Languages **Arabic:** Native Language ; **English:** Full Professional Proficiency ; **French:** Not Applicable

Computer Skills **Word:** Advanced ; **Excel:** Expert ; **PowerPoint:** Advanced ; **Outlook:** Fundamental Awareness

Nationality Lebanese

Interests Listening and playing music (Trumpet); playing ping-pong; movies watching,reading and travelling.

Driving License Yes

Car Availability No