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| * **Beirut** * **E-mail :-** [**beirut.337024@2freemail.com**](mailto:beirut.337024@2freemail.com) |
| **C:\Users\Abdallah\Downloads\passport 001.jpg**  **Amin**   |  |  | | --- | --- | | **personal information** | | |  |  1. **Marital status:** Single 2. **Nationality:** Lebanese 3. **Date of Birth:** 12th august, 1987 4. **Place of Birth:** Sidon, Lebanon |

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| **obje Career objective** | | |
|  | | To be a part of the challenging team which strives for the better growth of theorganization and which explores my potential and provides me with the opportunityto enhance my talent with an intention to be an asset to the company. |

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| **Languages** | | |
|  | | * Arabic ( Native Language ) * Fluent English ( Spoken , Written ) |
| **Education** | | |
|  | | * **[2010 - 2014] Bachelor of Business Management, Major in Management information system, Project management emphasis Lebanese International University ( Beirut – Lebanon )** * **[2007 - 2009] Completed two years mechanical engineering (LIU)** * **[2006 - 2007] Freshmen in engineering science (LIU)** * **[2002 - 2005] High school diploma in General science**   **International academic school ( Abu Dhabi – U.A.E )** |
| **Work experience & Internships** | | |
|  | * **[ July 2016 –present ] Fakhoury motors (Beirut, Lebanon)**   As a **Management Consultant** I work with the top management team carrying out researches and data collecting to understand the necessities of future growth and new marketing strategies, conduct analysis, interview new employees, management team and other stakeholders, run focus groups and facilitate workshops, prepare business proposals and presentations, identify issues and form hypotheses and solutions, present findings and recommendations for business advancement, implement solutions and ensure the team receives the necessary assistance to carry it all out, manage projects and programs, liaise with the traders and clients to keep them informed of progress and to make relevant decisions .  Joined Fakhoury motors as a **Business development manager** and **Owner’s personal Management consultant**. My duties is to improve an organization’s market position and its financial growth, defining long term organizational strategic goals, builds key customer relationships, identifies business opportunities, negotiates and closes business deals and maintains extensive knowledge of current market conditions, taking lead in the development of new business opportunities that supports the business and its overall growth strategy.   * **[ Jun 2015 – Jun 2016] Bankers Assurance (Beirut, Lebanon)**   *Member of Nasco Insurance Group*  Joined the direct sales force team as **Financial Consultant** in the life Department, my duties is to Understand client needs through regular interaction and recommend financial solutions accordingly Perform financial analysis to ease the policy design, reporting and management activities, Attend educational workshops for career growth, Maintain in-depth knowledge of financial strategies and products, Build healthy and long term relationships with clients and all business partners and Identify potential customers for new business opportunities.   * **[ Jun 2014 - Dec 2014 ] Petro gas Agencies (Abu Dhabi, U.A.E)**   Joined the company as an **Sales Engineer** in Sales & Procurement Department,  were main responsibilities is to deal with technical requests from  Oil & energy sector in U.A.E & GCC Region, prepare project cost,  Feasibility studies, product support for our clients and project solutions.   * **[ Feb 2012 – Sep 2013] Aie Serve NGO. (Beirut, Lebanon)**   Joined the Aie serve (NGO) at American University of Beirut as a cabinet member, was responsible for **Public relations and business development**, maintained many campaigns concerned in youth empowerment and community awareness had a very good skills in dealing with community Issues and public figures, Locating or proposing potential projects by contacting potential partners; discovering and exploring opportunities. Screens potential growth by analyzing strategies, project requirements, and financials; evaluating options; resolving internal priorities; recommending seed money investments. Develops negotiating strategies and positions by studying integration of new venture with NGO. Strategies and operations; examining risks and potentials; estimating partners' needs and goals.   * **[May 2011- Sep 2011 ] Special Olympics (Beirut-Sidon, Lebanon)**   Managed sport events, gatherings and activities for the orphans welfare with disabilities along Beirut, southern Lebanese district. Our events aimed to Empower Individuals with disabilities and to orient them for their role in community, to social interaction and involvement with all layers of the society on many sectors especially educational and necessity to be a part of the local workforce.   * **[ Jun 2010 - Oct 2010 ] Dutch foundation .co (Abu Dhabi, U.A.E)**   The role was to provide office services by implementing administrative systems, procedures, monitoring daily operating projects, recordkeeping systems. Resolving administrative problems by coordinating preparation of reports, analyzing data, and identifying solutions to support project manager with daily projects reports and information.   * **[ Jun 2008 - Oct 2008 ] Dutch foundation .co (Abu Dhabi, U.A.E)**   Joined the company as an Intern, My role was to insure the well-being of people and property under the supervision of the HSE Manager. Safety professionals combine knowledge of an engineering discipline, as well as health or safety regulations related to their discipline to keep work environments, building and people safe from harms & casualties. | |
| **Computer Skills** | | |
|  | | * Auto CAD, visual C++, SQL Server. * Microsoft Office ( Word, Excel, Power point, Access ) * Microsoft Outlook and Internet |
| **Extracurricular activities** | | |
|  | | * [ 1998 – 2004 ]Scouts (camping- charity etc…) * [ 2000 – 2003 ]Working as volleyball coach for juniors. * [2005- 2006] first Aid Campaign with Red Crescent (UAE). |
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| **Hobbies** | | |
|  | | Photography, volleyball, adventure sports, classical music & reading.   |  | | --- | | **References will be available upon request** | |