CURRICULUM VITAE

***Mehdi***

***Mehdi.364393@2freemail.com***

*Objective:*

Seeking a challenging and suitable position to meet my competencies, capabilities, skills and education and also to use my past experience, in a carrier opportunity where I would make a significant contribution to the success of the employer thereby a professional advancement for me.

*Key Skills:*

* Good communication & convincing skills
* Ability to work under pressure
* Strong presentation and organization skills
* A team player
* Self aware; always seeking to learn and grow
* Excellent interpersonal skills
* Good understanding of the organization operations

*Education:*

* Sidi Azouz

*Work Experiences:*

January 2014 – December 2014: **Sales Executive / Customer Service in Marjane Supermarket, Morocco**

* Assist customers request and needs
* Provide customer service satisfaction
* Speak to customers about a product's different features, and answer any questions they might have.
* Able to work at even odd hours

January 2015 - December 2015: **Receptionist / Ibis Hotel, Morocco**

* Greet clients, visitors and guests as they enter into Hotel.
* To build a good rapport with all guests and resolve any complaints/issues quickly to maintain high quality customer service.
* Undertaking general office duties, including correspondence, emails, filing and switchboard, to ensure the smooth running of the reception area.
* Responsible for accurate and efficient accounts and guest billing processes.
* Ensuring that all reservations and cancellations are processed efficiently.

May 2016 – October 2016: **Butchery / Sales in Carrefour, Ras Al Khaimah**

* Assist customers needs
* Provide customer service satisfaction
* Builds customers interest in the services and products offered by the company
* Ability to adapt to change, meet the changing demands of the work environment, any delays or other unexpected demands

*REFERENCE:*

* To be provided if requested