

Curriculum Vitae

Personal Information:

Name: Adib Skaf
DOB: 19-04-1986- Beirut
Citizenship: Lebanese Gender: Male
Marital Status: Married Children: 2
Phone number: 03-029080
Address: Burj Abi Haidar- Dora Building- 5th floor
Email: adibskaf.m@gmail.com

Objectives:

Seeking a sales job that offers a vibrant workplace where I can use my solid sales experience and proven customer-relationship strengths to achieve challenging sales goals.

Education:

- 2009-2011: Business management -LIU (2 years)
- 2006-2009: Mechanical Engineering -LIU (Then changed major)
- 2004-2005: Economy & Sociology official Lebanese certificate

Employment History:

- 2019-present : **Marqet** supervisor
- 2016-2018: **Meat The Fish (restaurant)** -Cashier (Closing Cash / Daily reporting To Manager and operations /Monthly sales reports / Cash and Credit Card tips Collecting /Receiving and sending goods and private orders)
- 2015-2016: **Diyar** -Restaurant supervisor (Assigning Tasks /staff shifts / Brief daily /reporting to manager)
- 2014-2015: **Skaf Auto parts** - Sales / Shop supervisor
- 2013-2014: **Skaf Auto parts** - Sales - Customer Service
- 2010-2012: **D.A.T Trading** (Auto parts wholesale) Sales / Assistant accountant
- 2008-2010: **Cheaito Cargo & Shipment** - Sales & customer relations
- 2003-2007: **Computer Networking and Maintenance** shop (owner)

Skills:

Microsoft office (Excel - Word - PowerPoint)- Computer Maintenance -Software & Hardware - Networking- Telemarketing experience- Omega system expert- Food & Beverage Experience- Customer Service- *Monthly Variance- Cost and sales.*

*Can work with groups good listener, leader with high motivating skills, can be recognized easily, makes difference very fast and have the intention to reach higher positions.

Languages

Excellent in Arabic, English and good in French.

* References available on request