

Emad Araji

Production & Project
Manager

HR

Sales Marketing

Accountant

Mechanical Engineer

Account Manager

**MBA | M.E Degrees
Holder**

Beirut | Lebanon

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Key Skills

- Communication & Interpersonal skills
- Self confidence
- Problem solving
- Personal responsibility
- Team work



IT Skills

MS Office (Word , excell
and powerpoint)



Languages

English Fluent

Spanish B2 Level

Arabic Native

Professional Profile

International MBA & Mechanical Engineer graduate, PMP certified, skilled at managing projects with aggressive schedule commitments and transforming organizational performance in line with strategic goals.

Education



International Masters In business Administration

2018-2019



Universidad Catolica San Antonio De Murcia MURCIA | SPAIN



BS in Mechanical Engineering and renewable energy

2011-2015



Lebanese international university Beirut | Lebanon

Career Summary



Outrich for youth for life skills training | Volunteer

March 2020 –July 2021



Action Aid | Lebanon

- Personal responsibility, Problem solving
- Assist in organizing registration and data base usage training staffs in the camps and Assist the office in updating registration SOP's
- Provide statistics and data analysis as required



MBA | FULL TIME

Oct.2018 –Dec.2019



Universidad Catolica San Antonio De Murcia | Spain

- The Program includes : Agile methodologies, business ethics, leadership, socio-economic and legal environment
- Accounting and finance, sales and marketing management, human resources management, business strategies, financial management and business organization



Production Manager | FULL TIME

Oct.2020-Sep.2021



Sama Chtaura Ventures | Lebanon

- SOP Recipes and mise en place founder & designer
- Overseeing production processes
- Planning and organising production scheduals
- Determining quality control standards
- Assesing project and resource requirement

Core Competences

- Project Management
- Agile methodologies
- Warehouse Management
- Team Leadership
- Communication process
- Public relations

Volunteering Work

Providing Risk Management

Volunteering with Future scouts in Lebanon:(organizing camps for kids, cleaning

campaigns for litany river, planting trees)+Teaching English and Math

Interests

Music, reading, Sports, Travelling (Norway, Sweden, Germany, Spain, Switzerland, Dubai, Saudi Arabia and Egypt)



PROJECT MANAGER ASSISTANT

July 2019 – Oct 2019



International EDU Projects | UNIVERSIDAD CATOLICA SAN ANTONIO DE MURCIA | MURCIA | SPAIN

- Preparation and management of EAIE 2019 project
- Preparation of action plans with potential universities and coordination of the visit agenda at the event
- Institutional contact



Male community mobilizer



International RESCUE COMMITTEE | BEKAA

Jan .2017 – June.2017

- Identify and assess communities to be targeted by the WPE RapidResponse Team or Mobile Teams
- Conduct information and awareness sessions with men and boys in the community to disseminate information about available services and refugee's entitlements
- Maintain regular contact with community focal points to ensure a constant flow of information and feedback.



Mechanical Engineer for Nissan cars

July 2016 – Dec. 2016



Rymco | BEIRUT | LEBANON

Key Achievements and responsibilities :

- Repaired cars
- Provided full maintenance for Nissan, Infinity and LADA cars.



Automation Engineer Trainer

Oct.2014-july 2015



Tacmo SAL | Baabda | Lebanon

- Designed installed and commissioned Building Management Systems (BMS) and offered maintenance and support services to clients
- Provided client support in the identification and resolution of technical issues prior to handover
- Prepared budgets, schedules and technical documents while ensuring compliance with approved specifications



My Thesis Projects

- Designed hydro-cooling machine type submerged for apples
- Submitted to the department of Mechanical Engineering
- Financial Statements for 15 football European club for the last 4 years