



Tarek BAYROUTHI

Mechanical Engineer

DOB: 24th May 1996

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PERSONAL SUMMARY

A self-motivated Mechanical Engineer, possessing a comprehensive knowledge on energy sources and various power plants technologies, design of buildings mechanical systems in addition to various types, uses and maintenance of diesel generator sets.

I hope to work on a responsible and challenging assignment in a professionally managed and dynamic organization, where personal growth is driven by performance contributions, offering a stable, rewarding, and excellent career development opportunity, to work and be a part in a reputed or growing company by applying my skills and sharing my abilities to achieve and maintain the same goals and objectives of the company.

Easy going by nature, proven ability of multi-tasking and teamwork. Looking for a position where I can start my career and further develop my skills and learning.

ACADEMIC QUALIFICATIONS

- **BSc. In Mechanical Engineer** **October 2021**
Lebanese International University, LIU, El-Koura, Lebanon
Graduation Project: Mechanical design and modeling of a turbojet engine with SolidWorks simulation.
- **BT3 Technical Baccalaureate in Mechanics** **July 2016**
Tripoli Technical Institute, El-Mina, Tripoli, Lebanon

CERTIFICATIONS AND TRAINING EXPERIENCE

CERTIFICATIONS/ COURSES

- **Revit Ventilation System** **September 2021**
AUTODESK Authorized Training Center
The course specifically designed to satisfy all training requirements, where deliver the quality-learning experiences related to Autodesk products utilizing relevant content and comprehensive courseware, give vision to help people imagine, and create a better world.

- **Revit Ventilation System**

Order of Engineers and Architects, Tripoli, Lebanon

The Course provides and introduction on using to coordinate all data inputs(including CAD) and produce federated project deliverables with focus on Duct sizing, Kitchen hood design, Toilet ventilation design, BOQ, Detailing, Ventilation duct system, Understand ventilation, Codes(Ashrae and smacna), Heat reclaim methods, and use Revit to model.

August 2021 – September 2021

- **Power Plant Technology**

Order of Engineers and Architects, Tripoli, Lebanon

The Course provides and introduction on various Energy Sources with focus on Energy Transformation Processes, overview of power plants, applied thermodynamics, compressed air systems, gas turbine basics and combined cycles, etc. in addition to associated firefighting and fire protection systems, piping and instrumentation. It also presents information on power plant management, operation, and maintenance.

December 2020 – February 2021

- **Introduction to Building Information Modeling (BIM)**

Engineering Training Center, Amman Branch, Jordan

The course includes an introduction to BIM in engineering design, BIM process and execution plan (BEP), Virtual Design and Construction (VDC), Level of Development (LOD) along with standards and regulations.

November 2020

TRAINING EXPERIENCE

- **Trainee Design Engineer**

Al Yamak Construction Company, Tripoli, Lebanon

 - Design of HVAC and plumbing system within residential buildings, in accordance with local guidelines and authorities requirements
 - Production of design drawings
 - Conduct site inspections providing technical inputs in designs and attending site progress meeting to initiate/ follow any corrective actions needed

September 2020 – October 2020

- **Trainee at The Sales and Maintenance Department**

Jubaili Bros, Tripoli, Lebanon

 - Joined the Technical Team in Client visits, performing general maintenance tasks and responding to on-call requests
 - Training on resolving system malfunctions and providing technical assistance to ensure smooth functioning of machine and equipment
 - Performed quality assurance checks on cable fabrication practices
 - Introduction to Salesman tasks

July 2020 – August 2020

WORK EXPERIENCE

- **Sales and Customer Support** **April 2021 – August 2021**
Bayrouti Group for Sanitary, Tripoli, Lebanon
 - Greet customers and ascertain what each customer wants or needs.
 - Open and close cash registers, performing tasks such as counting money, separating charge slips, coupons, and vouchers, balancing cash drawers, and making deposits.
 - Maintain knowledge of current sales and promotions, policies regarding payment and exchanges, and security practices.
 - Compute sales prices, total purchases and receive and process cash or credit payment.
 - Recommend, select, and help locate or obtain merchandise based on customer needs and desires.
 - Answer questions regarding the store and its merchandise.

- **Accountant and Bar Manager** **October 2020 – April 2021**
Clix Resto-Café, Tripoli, Lebanon
 - Provide financial information to management by researching and analyzing data
 - Documentation of financial transaction by updating account data
 - Collect data, prepare balance sheet
 - Handling cash, credit, and debit card transactions, ensuring charges are accurate
 - Taking inventory and ordering supplies to ensure the bar is well-stocked
 - Developing new cocktail recipes
 - Adhering to all food safety and quality regulations

- **Bar Manager** **July 2016 – August 2020**
La Plaka Resto-Café, Tripoli, Lebanon
 - Introduced a 'Cocktail of The Month' promotion to our menu that was well received by customers and increased monthly sales
 - Trained new bartenders on all aspects of the job from drink preparation and knowledge to building valuable customer relationships and upselling techniques
 - Took food orders from guest at the bar and recommended beverage pairings to go with their meals, which boosted spending by an average of \$10 per customer
 - Assisted guests in order selection by promoting specific menu items and specials

- **Maintenance Technician** **June 2012 – November 2014**
Sourani Electronic Stores, Tripoli, Lebanon
 - Perform installation, maintenance, service and repair of heating, ventilating, air conditioning, refrigerating equipment, including window and package unit , freezers, water coolers , remote controls, pumps, compressors, condensers and related parts
 - Installed and repaired systems in relation with air condition for various building types
 - Inspected air conditioning systems and identified the cause of malfunction and provided necessary repair/ replacements accordingly

Strengths

- Excellent interpersonal, verbal, non-verbal and written communication skills.
- Demonstrated negotiating skills and team-building skills.
- Ability to balance priorities, meets deadlines, and work well under pressure.
- Fast learner
- Ability to work across multiple departments.

COMPUTER LITERACY AND LANGUAGES

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| ▪ Use of Microsoft Office and Internet with ease and efficiency | ▪ Arabic (Mother Tongue) |
| ▪ Omega POS software | ▪ French (Reading, Writing & Speaking) |
| ▪ AutoCAD | ▪ English (Reading, Writing & Speaking) |
| ▪ SolidWorks | ▪ German (A1 & B1 Level, Goethe Institute) |
| ▪ Matlab | |

References

- | | |
|---|----------------|
| • Lebanese International University, LIU, El-Koura, Lebanon
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| • AUTODESK Authorized Training Center
halimhoujairi5@gmail.com | 0096171638652 |
| • Order of Engineers and Architects, Tripoli, Lebanon
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| • Engineering Training Center, Amman Branch, Jordan
maan@jea.org.jo | 00962799920808 |
| • Al Yamak Construction Company, Tripoli, Lebanon
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| • Jubaili Bros, Tripoli, Lebanon
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| • Goethe – Institute Lebanon
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