

CONTACT INFORMATION

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JEAN MARK HANNA

OBJECTIVES ▼

Being part of a reputable organization and having a challenging position where my extensive experience, management, communication and organizational skills can be utilized and developed, to contribute to the organizations' overall growth and development.

EDUCATION ▼

2010-2011	International Center of Technical Sciences	Beirut, Lebanon
▪ Networking		
2009-2010	International Center of Technical Sciences	Beirut, Lebanon
▪ Computer Repair and Technician		
2008-2009	University of Kafaat	Beirut, Lebanon
▪ Electronics		

PROFESSIONAL EXPERIENCE ▼

10Jan. 2009 – Present **Print Works – Beirut, Lebanon**

"Supervisor printing"

Responsible for securing the execution of job orders and the printing machinery. Oversee the procedure from signing and accepting the job order to securing its proper execution from the staff. Also, one of the key responsibilities is supervising the operators and staff to ensure maximum efficiency of the workflow.

Extensive experience on operating up to date machinery such as Latex, HP, UV , chromaluxe and Blaze and overseeing their maintenance and well-being.

Technical advisor

Accomplished trainings in customer care and color calibration.

Accomplished training in Photoshop

Accomplished training on board maintenance for machine

Accomplished training on caldera rip

OTHER EXPERIENCE ▼

2009

University of Kafaat

"Secretary General, Graduation Committee"

2003

SSCC Ain Najem School

School Newsletter "Echo", responsible for sketching and Illustration

LANGUAGES ▼

	<i>Spoken</i>	<i>Written</i>	<i>Read</i>
English	Good	Good	V.Good
Arabic	Excellent	Excellent	Excellent
French	V.Good	V. Good	Excellent

SIGNIFICANT SKILLS & STRENGTHS ▼

- Ability to define problems collects data, establish facts, and draw valid conclusions.
- Proven management and problem-solving skills.
- Organizational skills in both planning and executing.
- Willingness to accept challenges and responsibilities.
- Ability to work in a team-work environment and meet targets in time.
- Ability to manage multiple tasks in a pressured environment.
- Ability to work and take decisions independently.
- Ability to perform and organize media related skills.

COMPUTER SKILLS ▼

Skill	Level
Microsoft Office Software	Excellent
Networking	Excellent
Internet & Typing	Excellent
Software and Hardware	Excellent
Photoshop	Excellent
Wasatch, onyx and latex rip software	Excellent

PERSONAL INFORMATION ▼

Nationality: Lebanese
Currently Resident of: Beirut – Lebanon
Birth date: 14 September 1991

Place of Birth: Beirut, Lebanon
Marital status: Single

INTERESTS ▼

Technology, cars, and reading

References or supporting documents are available upon request.