

Joe Georges Daaboul

joedaaboul0@gmail.com

📍 Lebanon

📞 +961 70 233 261

Seeking a position in a successful company that allows me to fully utilize my acquired skills, experience and education in management.

Experience

Supervisor

June 2018 - Present

ETS Ink Library Barsa El Koura, North Lebanon

- Monitoring staff productivity and providing constructive feedback
- Preparing performance reports
- Receiving complaints and resolving problems

Teacher of Syrian Refugees (NGO)

October 2017 - April 2018

Farah Antoun Public School Tripoli, North Lebanon

- Creating lesson plans & tests
- Tracking student progress
- Referring a student to a psychotherapist when needed
- Creating and reinforcing classroom rules

Education

BA degree in Business Management

2013 - 2017

Notre Dame University Louaize Barsa El Koura, North Lebanon

Official Lebanese Baccalaureate in Sociology & Economy

2012 - 2013

Collège Des Frères Deddeh El Koura, North Lebanon

Computer skills

Microsoft Office

Excellent Word, Powerpoint and Excel skills

Languages

Arabic

Native Language

English

Excellent verbal and written

French

Excellent verbal and written

Spanish

Good verbal and written

Social skills

- Volunteer at The Lebanese Red Cross
- A volleyball team member