**George Gebrayel**

**Qornet el Hamra, Maten, Lebanon**

**E-mail Address: gebrayel.georges@gmail.com**

**Mobile Number: +96171357905**

**OBJECTIVE**

* I’m energetic, presentable, organized, with leadership qualities, excellent organizational skills and a team player, seeking a challenging position in a progressive organization that offers prospects for improvement.

**WORK EXPERIENCE**

**Social House – Zalka, Lebanon January 2017 - present**

**Assistant Branch Manager**

* Pre- opening, soft opening and grand opening management team**.**
* Purchasing.
* Recruiting (Kitchen & Floor).
* Bar Costing.
* Inventory control.
* Preparing Staff Payroll.
* Identify the job description for every position.
* Implement a Hand Book of Rules and Regulations.
* Implement a Training procedure.
* Co-operate with the Operation manager and Owner.
* Dealing with contractors.
* Handling all maintenance issues.
* Preparing and modifying all Bar recipes (coffee, juices…)
* Tasting bar and kitchen.
* Events Dealing (prices, set menu…)

**Afkar Holding - Babel – Dbayeh, Lebanon May 2017 – January 2018**

**Assistant Floor Manager**

* Restructure all the outlet.
* Identify the Job Description for every position.
* Implement a New Training Procedure (sequence of service, time management, upselling skills etc…)
* Implement a Hand Book of Rules and Regulations.
* Ameliorate and Implement the Standards.
* Co-operate with the Head of Operations and management.
* Train and Develop Staff.

**Divvy – Dbayeh, Lebanon September 2016 – May 2017**

**Team Leader**

* Understand completely policies and procedures, standards, specifications guidelines and training program.
* Responsible for the restaurant, staff and guest.
* Train and develop staff according to Bar Tratine training procedures.
* Ensure that guests are always well greeted and attended.
* Handling guest and staff complaints and report them to management.
* Co-operate with the Head of Operations and management.
* Take active part in ensuring guests satisfaction.
* Achieving company’s objectives in sales, service, quality, appearance, facility, sanitation and cleanliness through employee trainings.
* Creating a positive, productive work environment.
* Control cash and other receipts by adhering to cash handling and reconciliation procedures in accordance with restaurant policies and procedures.
* Prepare all required paperwork, including forms, reports and schedules in an organized and timely manner.

**Roadster Dinner – Deek Duke– Beirut, Lebanon October 2014 – September 2016**

**Trainer – Team Leader**

* Managing floor operations during opening, mid and closing shift.
* Manage daily operation including cleanliness, organization.
* Manage guest relations and guest recovery.
* Train, coach, develop and discipline all employees through ongoing feedback.
* Participate in on-going education for team members including creating training plans.
* Coordinate with the general Manager for everyday operation and maintain financial and administrative records.
* Maintain personal records, schedule and reports for all employees.
* Assist employee teams to provide excellent customer service.
* Maintain proper sanitation, hygiene standards.
* Coordinate with team to meet sales target.

***Education Background:***

* Technique, BA in Interior Design
* Primary School Ecole secondaire CSR ( college des sœur du Rosaire)

**COURSES AND TRAININGS**

* Customer Service training.
* Management skills training.
* Food Safety training.

**Computer Skills**

* Microsoft Word, Excel, Power Point, Outlook, Squirrel, Omega and Touch Bistro.

**Personal Information**

Name: George Gebrayel

Date of Birth: 15 – April - 1993

Place of Birth: Gouvieux - France

Gender: Male

Marital Status: Single

Nationality: Lebanese

Email Address: gebrayel.georges@gmail.com

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**Language Skills:**

* Fluent in Arabic, English and French.

**References:**

* Available upon request.