

# JAD JAOUHAR

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## SUMMARY

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Banking and Finance undergraduate at Lebanese American University (LAU) with a strong passion for exploring the intersection of finance, AI, machine learning, and automation. Experienced in financial transaction oversight, customer service, and developing strategies to enhance business performance. Combines a curiosity for innovation with proven skills to drive meaningful outcomes. Actively involved in community initiatives, including environmental conservation and senior assistance. Interested in contributing to forward-thinking organizations seeking dynamic and growth-oriented talent.

## EXPERIENCE

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### Procurement and Inventory Manager

*Fresh-way*

April 2021 - June 2023

*Oakville, ON, Canada*

- Managed procurement and inventory operations, including coordinating with suppliers, maintaining stock levels, and overseeing inventory records to ensure seamless business operations.
- Delivered exceptional customer service by efficiently handling transactions, addressing customer inquiries, and implementing strategies to enhance the overall shopping experience, contributing to increased customer satisfaction and loyalty.

### Food Service and Operations Associate

*Freshii*

Dec 2021 - April 2023

*Oakville, ON, Canada*

- Delivered exceptional customer service by interacting with customers, handling transactions, and ensuring a positive dining experience, while effectively managing front-of-house operations.
- Oversaw food preparation, inventory management, and delivery coordination, developing strong multitasking, communication, and operational management skills in a fast-paced, health-focused environment.

### Landscaper

*Freelance Work*

May 2018 - September 2019

*Oakville, ON, Canada*

- Strengthened communication and interpersonal skills by engaging with clients to understand their needs and delivering tailored landscaping solutions, ensuring satisfaction and long-term relationships.
- Developed project management, problem-solving, and technical skills through planning and executing diverse landscaping tasks while maintaining high-quality standards and adaptability to various conditions.

## TECHNICAL PROJECTS

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### Cold Email Outreach Automation System

- Developed an automated outreach system using LinkedIn, Apify for data scraping, and Excel for storage and processing.
- Enhanced expertise in process automation, data integration, and workflow optimization to streamline recruitment operations.

### Personal Website Design

- Designed a personal portfolio website using Next.js, featuring a clean, intuitive layout that highlights my story, experiences, and projects in a blog format, while providing frictionless contact options, and links to my professional social channels.

## EDUCATION

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### Lebanese American University

*Pursuing a BS in Business - Banking and Finance*

Beirut, Lebanon

*September 2023 – Present*