

Malek Alarmash

Atlanta, Georgia, United States



malek.alarmash@gmail.com



[linkedin.com/in/malek-alarmash-0b180014a](https://www.linkedin.com/in/malek-alarmash-0b180014a)

Summary

Motivational leader and organizational problem-solver with advanced supervisory, team building, and customer service skills. Experience stepping into roles and quickly making positive changes to drive company success.

Experience



Computer Science Student

Georgia State University

Aug 2019 - Present (2 years 6 months +)

- Currently pursuing a bachelor's degree in Computer Science
- Understanding of computer science fundamentals, including algorithms, data structures, and object-oriented design.
- Strong attention to detail and problem-solving skills.
- Familiarity with HTML, CSS, JavaScript
- Team player with strong communication skills, and a desire to learn new things



Cell Technician

Anfal mobile

Jan 2014 - Aug 2016 (2 years 8 months)

- Resolve customer issues relating to equipment problems by repairing phones, tablets, and other consumer electronics
- Engage with and assess customer device needs to deliver outstanding service
- Repair smartphones by utilizing tools and processes to triage, determining the most effective method.
- Meet or exceed key performance objectives, including service and repair metrics
- Manage repair inventory involving new parts, recording inventory volumes, and tracking parts



Assistant Manager

Boru Boru

Aug 2019 - Jan 2022 (2 years 6 months)

- Assists in monitoring sales performance through the analysis of sales reports and comparison shopping.
- Scheduling and ordering
- Providing /overseeing all aspects of training and development and evaluation of the BOH team
- Food prep and kitchen readiness
- Supervision of the kitchen staff completing their assigned duties
- Ensures food and service always exceed company standards of excellence.
- Makes certain all operational duties and tasks are completed timely.
- Supports General Manager as needed.



Supplemental Instructor

Georgia State University

Jun 2020 - Present (1 year 8 months +)

- Help students achieve their studies goals by providing them with sources and guidelines
- Obtain weekly sessions with the students
- Connect with the professor of the course to find the students' needs.
- Write a weekly session plan
- Report back to the Student Center in time manner



CEO

Suryana Cuisine LLC

Dec 2016 - Jun 2019 (2 years 7 months)

- Responsibility for leading, planning, and managing operations, expenses, headcount, budgets, and goals.
- Continue to develop a positive culture focused on communication, process efficiency, and team development in a multicultural environment
- Maintain all the proper business paperwork and license
- Create an online ordering platform
- Maintain Quick booking.
- Connecting with customers and finding the best fit of food to meet the type of event.
- Coordinating the catering from the moment the customer orders to the moment the customer is enjoying the food.
- Coordinating pop-up events.
- Maintain the quality of the product by following a self-created guideline.

Education



Ibn Altheer high school

High School/Secondary Diplomas and Certificates

2008 - 2011

Licenses & Certifications



ServSafe Manager - National Restaurant Association

Issued Jul 2018 - Expires Jan 2023

Skills

Customer Service • Microsoft Office • Management • Leadership • Strategic Planning • Microsoft Word • Customer Experience • Arabic • Java

Honors & Awards



Student Of The Semester - Georgia State University

Nov 2019

Student Of The Semester award in recognition of outstanding effort and achievement in Math calculus 1