YACOBI MOHAMMED

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Professional Summary

* Forward-thinking team leader skilled at operating departments efficiently to meet goals. Successful background matching employees with roles for maximum performance. Proactive and hardworking individual focused on continuous operational improvement. Self-starting Operations Manager offering high-level experience in supervision of workover and completion operations. Well organized, attentive to detail and vigilant in achieving safety and environmental impact reduction objectives. Seasoned Operations Manager and talented leader with 10+ years of experience applying exceptional planning and problem-solving abilities toward enhancing business plans and day-to-day activities. Results-driven and resilient in developing teams while improving processes and increasing productivity. Bringing solid understanding of industry trends, excellent communication skills, talent for spotting areas in need of improvement and implementing changes with strategic approach.

Skills

* Policy and Procedure Implementation Contract Development Data.
* Contract Review and Recommendations. Project Management Staff Training.
* High-Pressure Environments Staff. Supply Chain Distribution. Sales and Marketing Customer. Relationship Management.
* Time Management. Team Leadership. Customer Service. Maximizing Profitability Sales. Expertise Security System Monitoring.
* Leadership Development. Positive and Friendly. Interactive Learning Styles. Conducting Interviews. Web Graphics.
* Adobe Creative Suite. Ms Office, Ms Excel skills

Work History

* Supervisor of Operations Furniture, deco, Ceramic, lamps and lights accessories @ Marrakesch-shop.de – Germany 05/2017 to 12/2022
* Established positive and effective communication among unit staff and organization leadership, reducing miscommunications, and missed deadlines.
* Devised processes to boost long-term business success and increase profit levels
* Supervised operations staff and kept employees compliant with company policies and procedure
* Developed and implemented strategies to maximize customer satisfaction.
* Led hiring, onboarding and training of new hires to fulfill business requirements.
* Analyzed and reported on key performance metrics to senior management.
* Managed inventory and supply chain operations to achieve timely and accurate delivery of goods and services.
* Introduced new methods, practices, and systems to reduce turnaround time
* Provided backup to front desk to step in to assist with various tasks whenever employee was absent or at lunch.
* Reception - Base Telecom – Brussels. 06/2012 to 06/2013
* Operated multi-line telephone system to answer and direct high volume of calls.
* Welcomed customers with friendly greeting, answered general questions, gathered nature of visit and directed to specific offices. Handled incoming and outgoing package deliveries, working with vendors to complete special requests and track missing packages. Tracked important information in [Software] spreadsheets and ran reports or generated graphs using data.
* Catering Sous Chef Aéroport International de Rabat - Salé– Rabat 08/2008 to 08/2009
* Planned and directed high-volume food preparation in fast-paced environment. Maintained up-to-date knowledge of current culinary trends and techniques. Collaborated with staff members to create meals for large banquets.
* Led daily staff meetings to communicate expectations and review safety procedures. Worked closely with front-of-house staff to facilitate excellent customer service.
* 2/3 Monitored food production to verify quality and consistency.
* Developed close relationships with suppliers to source best ingredients.
* Oversaw scheduling, inventory management, and supply ordering to maintain fully stocked kitchen.

Education

* Associate of Applied Science: Bachelor of Arts in Arabic,Frensh Al Kaddi Ayad Highschool - Rabat-sale 07/2006
* CSC – Certified Sous Chef - Caterings Services Maroc – Rabat 08/2008 to 08/2009
* Professional Development Studies: Accounting, IT and Office, (2009)
* Completed Online Coursework: HTML,CSS,Javascript.(2023), but still learning to be a full-stack Developer.
* Deutzer-Ev Basketball team, [2018] to [2023]
* W3Schools – Online Courses. Studying/Learning Coding skills. 10/2022
* Certifications
* Highschool +3 years of study
* CSC – Certified Sous Chef
* Accounting and IT Training - [2years] Sales.

Languages

* Arabic: mother language
* French: mother language
* English: fluent
* German: fluent