

George Abourjeili

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Professional Summary

Results-driven Technical Operations Specialist with over 10 years of experience in hardware assembly, inventory management, and operational leadership in fast-paced environments. Proficient in system installation, quality assurance, and process optimization, with a proven track record of driving efficiency and meeting strict deadlines. Skilled in team leadership, customer service, and compliance with industry regulations. Adept at leveraging technical expertise and problem-solving skills to support organizational goals in media and technology sectors.

Core Competencies

- Technical Operations
- Inventory Management
- Hardware Assembly & Testing
- Quality Assurance & Compliance
- Process Optimization
- Team Leadership & Training
- Customer Service Excellence
- Marketing & Promotions
- Data Management & Reporting

Professional Experience

Integrated Security Solutions

Lead Technician

September 2019 – Present

Directed daily operations, including installation of home theatre systems (Pioneer, Niko), network cables, network switches, routers, cameras, recorders, and intrusion systems. Configured routers, switches, cameras, and recorders, ensuring optimal performance. Led installation team to complete integration within timely manner. Provided reports and documentations to leadership, maintaining high standards of quality assurance and compliance.

Dolby Laboratories, Inc.

Lead Assembly Technician

September 2010 – July 2019

Assembled and tested cinema-related products for clients including IMAX, Regal Cinemas, and AMC, meeting 100% of order deadlines through efficient workflow planning.

Designed and implemented an inventory tracking system, improving stock accuracy and reducing production delays by 30%.

Trained international clients on proprietary cinema hardware systems.

Performed quality assurance checks on hardware products, ensuring compliance with technical specifications and safety standards.

Installed and maintained hardware systems, conducting inspections and tests to ensure optimal performance.

Collaborated with documentation teams to update technical guidelines, reducing errors in product manuals by 15%.

Maintained detailed records, including test results and product travelers, to support quality control and client reporting.

EMI Music Marketing

Music Research Analyst

October 2007 – February 2008

Conducted client interviews and maintained professional relationships to support market research initiatives.

Collaborated with cross-functional teams, including musicians and musicologists, to exchange ideas and drive interdisciplinary projects.

Managed client data in company databases, ensuring accurate and up-to-date records for marketing campaigns.

Presented research findings through reports and presentations, contributing to strategic marketing decisions.

Education

Musicians Institute, Los Angeles, CA

Certification of Completion, Marketing and Promotion

September 2009

Additional Skills

- Proficient in Microsoft Office Suite (Word, Excel, PowerPoint)
- Inventory Management Software
- Technical Documentation & Reporting
- Strong Communication & Interpersonal Skills