

# MOSHE SHEMESH

 050-227-5856

 mosheshemesh18@gmail.com

## PROFILE

### EDUCATION

#### Bachelor's Degree in Management (HOTEL & Tourism)

Ben-Gurion University of the Negev, Be'er Sheva, Israel | 2020-2023

Dynamic and innovative professional with a Bachelor's degree in Management specializing in Hospitality and Tourism from Ben-Gurion University and a certificate in Business Entrepreneurship. Demonstrates strong leadership, organizational, and interpersonal skills developed through extensive experience in sales, service, and event planning. Founder of a successful business specializing in unique couple events, including marriage proposals, save-the-date photography, and honeymoon planning. Passionate about delivering exceptional customer experiences and driving innovative solutions.

### EXPERTISE

- Professional
- Team Leadership
- Problem-Solving
- Creative Thinking
- Client Relations
- Technical
- Data Entry
- Financial Management
- Microsoft Office Suite

## WORK EXPERIENCE

### Administrative Manager

Hapoel Be'er Sheva Football Club, Be'er Sheva, Israel

**2021-2024**

- Streamlined office operations, optimizing data entry and document management processes, leading to a 20% improvement in efficiency
- Developed and enforced new office policies, cutting processing time for administrative tasks by 25%.
- Oversaw financial operations for the club and its clients, ensuring accuracy and efficiency.

### Founder & Business Owner

SUNNYMOON

**2023-2024**

- Established and grew a business specializing in unique couple-focused events.
- Partnered with 20+ vendors across 7 countries, delivering customized experiences for over 50 couples.
- Managed all aspects of business operations, including marketing, sales, and logistics.

### Sales and Service Representative

iStore

**2019-2021**

- Delivered customer service, addressing inquiries and providing tailored solutions.
- Ensured accurate cash handling and adherence to operational procedures.
- Consistently achieved sales targets and promoted company initiatives.

partner

**2018-2019**

- Built trust with customers through effective communication and personalized service.
- Achieved and exceeded sales goals by aligning efforts with company objectives.

### MILITARY SERVICE

**2013-2017**

- Combatant Training Course - Outstanding Training
- Commander Course
- Squad Commander
- Officer Course
- Commander of 2 Combatant Teams in the Syrian Sector
- Operations Officer

### LANGUAGE

- Hebrew (native)
- English (proficient)
- Georgian (basic)