

MOSHE SHEMESH



050-227-5856



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EDUCATION

Bachelor's Degree in Management (HOTEL & Tourism)

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

EXPERTISE

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

LANGUAGE

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

PROFILE

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.

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