

## Mini CV – January 2026

The CCI FRANCE UAE recruitment team is pleased to share a selection of candidates who have recently registered (within the last 30 days) and are based in Dubai.

If you would like more information on a candidate, please feel free to contact us with the reference of the Mini CV.

Our database includes over 4,000 candidates. If you have specific recruitment needs, we would be happy to conduct a more targeted search and provide details on our recruitment terms and conditions.

The Recruitment Team

**Your key contact:**

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# Administration

<b>REF: MS_ADM_0126</b>	<b>25000 AED</b>
<b>Executive Assistant, Personal Assistant, Office Manager</b>	
<b>Dubai</b>	
Female, 54 years old, French	
<b>SKILLS :</b>	● Executive & Personal Assistance ● Complex International Travel Management ● VIP Event Planning & Logistics ● Office & Operations Management ● Financial & Administrative Oversight ● Diplomacy, Protocol & International Relations ● Public Relations & Stakeholder Communication ● Project Coordination ● HR Support & Staff Administration ● Languages Fluency: French – English – Arabic ● Pack office
<b>EXPERIENCE :</b>	Highly experienced Executive and Personal Assistant with over 28 years of experience supporting CEOs, Chairmen, and VVIP individuals across Europe, the Middle East, the USA, and previously based in Paris. Skilled in complex travel coordination (commercial and private aviation), VIP protocol, diplomacy, high-level event planning, confidential personal support, office management, and international operations. Recognized for polished presentation, strong interpersonal skills, discretion, and the ability to thrive in fast-paced global environments.
<b>EDUCATION :</b>	Master's Degree in Accounting and Finance. University Rene Descartes Paris X
<b>LANGUAGES :</b>	French, English and Arabic

# Finance

<b>REF: LB_FIN_0126</b> Industrial and materials engineer	<b>20000 AED</b> Dubai/Abu Dhabi
Male, 24 years old, French	
<b>SKILLS :</b> Materials Engineering, Metallurgy, Laser Cladding, Laser Hardening, Surface Engineering, Heat Treatment, Industrial Processes, Process Optimization, Quality Control, Technical Documentation, Project Coordination, CAD & Simulation (SolidWorks, Ansys)	
<b>EXPERIENCE :</b> Technogenia Middle East – Dubai (UAE) Technical / Industrial Engineer (VIE) Laser cladding & laser hardening projects, process optimization, technical coordination with clients and suppliers, technical procedures and quality documentation. LISI AEROSPACE – France Materials / Manufacturing Engineer (Apprenticeship) Aerospace forging environment, materials & process analysis, NADCAP-related activities, quality and manufacturing support. Research Internship – Turkey Nanotechnology & materials characterization research.	
<b>EDUCATION :</b> Engineering Degree in Materials & Manufacturing Processes École Supérieure de Fonderie et de Forge (ESFF), France DUT Materials Science (SGM) IUT – France	
<b>LANGUAGES :</b> French (native) English (professional working proficiency) Arabic (conversational – dialect)	

<b>REF: GA_FIN_0126</b> Credit Controller, Account Receivable Specialist, Account Coordinator	<b>10,000 AED</b> Dubai
Male, 37 years old, Filipino	
<b>SKILLS :</b> Credit Control & Risk Management • Accounts Reconciliation & Reporting • Receivables Management & Collections • Project & Operations Coordination • Process Improvement (Lean Six Sigma White Belt Certified) • SAP & FSCM Expertise • Advanced Excel Proficiency • Leadership, Coaching & Stakeholder Engagement	
<b>EXPERIENCE :</b> Senior Officer – Operations   GWC Shipping Services   2025 Financial & operational reporting for 17 shipping partners; reconciliations, invoicing, SAP accuracy. Account Coordinator (Qatar Shell)   Digital Print Center   2024–2025 Quotations, tenders, project costing, billing, PO and client invoicing. Business Development Executive   DISS   2021–2024 End-to-end commercial management, client relations, collections, performance reporting. Credit Controller   GWC   2017–2021 Credit administration, reconciliations, collections, dispute resolution, reporting. Senior AR Specialist   A.P. Moller Maersk   2012–2017 Regional AR management, collections, SAP FSCM, finance transformation. Credit Coordinator   Convergys (GE Money Bank)   2009–2010 Payment arrangements and financial counseling for delinquent accounts. Other: Secretary / Document Controller   Risk Operations Analyst	
<b>EDUCATION :</b> AB Political Science (ETEEAP)   Lake Lanao College, Inc.   Candidate for Graduation: March 2026 Bachelor of Science in Chemical Engineering   University of the Philippines   Apr 2010	
<b>LANGUAGES :</b> Tagalog (Filipino) English	

# Finance

<b>REF: ST_FIN_0126</b> Credit Manager	<b>12000 AED</b> Dubai
Female, 31 years old, French	
<b>SKILLS :</b> Administration & Sales Support (ADV), Billing & Invoicing, Credit Management, Debt Collection, Customer Relationship Management, Client Follow-up & Payment Tracking, Dispute & Claims Management, Cash Collection, Reporting & Data Analysis, Order Management, Contract & Payment Terms Management, Process Optimization, Executive & Operational Support, Confidentiality, Organization & Planning, Multitasking, Communication Skills, Reliable, Proactive, Fast Learner	
<b>EXPERIENCE :</b> <ul style="list-style-type: none"> <li>• TotalEnergies Group – Credit Management &amp; Debt Collection</li> <li>• EMEIS Group – Sales Administration &amp; Billing Officer</li> <li>• Private Clinic (Almaviva Group) – Sales Administration &amp; Customer Relationship Officer</li> <li>• Bichat Claude Bernard Hospital – Revenue Officer</li> <li>• EPS Maison Blanche – Hospital Stay Billing Officer</li> <li>• SAP Santé – Healthcare Management Officer (Apprenticeship)</li> </ul>	
<b>EDUCATION :</b> Law Degree (Legal Studies) – Paris Panthéon-Sorbonne University Baccalaureate in Economics & Social Sciences	
<b>LANGUAGES :</b> French (native language) Arabic (native language) English (fluent)	

<b>REF: AS_FIN_0126</b> CFO	<b>45000 AED</b> Dubai
Male, 40 years old, French	
<b>SKILLS :</b> Financial leadership (CFO/Head of Finance) • FP&A / Controlling • Budgeting & rolling forecasts • Cash & working capital management • Management reporting & KPI design • Closing process (monthly/quarterly) • Cost control & margin analysis • Business partnering with Ops/Sales/Product • Process improvement & internal controls • ERP/accounting tools + advanced Excel/Google Sheets • Due diligence / M&A support • Stakeholder management (banks, auditors, investors)	
<b>EXPERIENCE :</b> <ul style="list-style-type: none"> <li>• Led finance operations (CFO/FD level), establishing robust reporting, budgeting, and forecasting.</li> <li>• Implemented efficient month-end close, improving data quality and management accounts.</li> <li>• Built KPI dashboards (P&amp;L, cash, operations) to drive clear business decisions.</li> <li>• Managed cash and working capital, strengthening short-term liquidity control.</li> <li>• Designed pragmatic financial controls and procedures for SMEs.</li> <li>• Supported M&amp;A and financing: due diligence, financial modeling, bank/advisor liaison.</li> <li>• Advanced user of ERP systems and Excel/Sheets, bridging finance and operations.</li> </ul>	
<b>EDUCATION :</b> -French Chartered Accountant track ("Expertise Comptable") – strong grounding in accounting, audit, tax, and corporate finance -Continuous professional development in finance leadership, FP&A, and business modeling (hands-on, project-based learning)	
<b>LANGUAGES :</b> French English	

## Legal

<b>REF: SA_LEG_0126</b> Legal Advisor	<b>18000 AED</b> Dubai
Female, 31 years old, French and Moroccan	
<b>SKILLS :</b>	
Legal research, contract drafting, negotiation, legal advising, EU product compliance, administrative tasks, litigation	
<b>EXPERIENCE :</b>	
6 years of experience as a legal advisor in France in a Law Firm, a Court of Appeal and at a Chamber of commerce and Industry. I specialize in International and domestic business law as well as EU product compliance.	
<b>EDUCATION :</b> Master's degree in Law With 2 postgraduate degrees in Law (one in Business Law, the other in International and European Law). A Certificate in DIFC Compliance Series 2025	
<b>LANGUAGES :</b> French (native); English (bilingual); Berber (native); Arabic (beginner but taking classes); Spanish (intermediate)	

<b>REF: SA_LEG_</b> Paralegal or Legal Officer	<b>25000 AED</b> Dubai /Abu Dhabi
Female, 30 years old, French	
<b>SKILLS :</b> -Legal research, analysis, judicial drafting, and legal opinions -Legal reporting: case summaries, analytical notes, briefing documents -Judicial procedures: case management and hearing preparation -Strong organisation, prioritisation, and deadline management - HR fundamentals: contracts, HR administration, recruitment labour law - Professional conduct: discretion, reliability, adaptability - Cross-cultural competence (European / Middle Eastern)	
<b>EXPERIENCE :</b> Judicial Court of Montauban – French Ministry of Justice Legal Officer / Assistant Legal Adviser   2019–Present Legal research, case analysis, drafting decisions and briefs; hearing preparation; support to judicial mediation projects. France Victimes – AVIR 82 Socio-Judicial Officer   2019–2020 Prepared socio-judicial reports for prosecutors and supported victims throughout proceedings. TECHFIRM IS FRANCE HR Assistant   2019 HR administration, contracts, recruitment support, labour law compliance, and work permit processing.	
<b>EDUCATION :</b> Master's Degree in Labour Law- European Labour Law Track- University of Toulouse 1 Capitole (2016-2018) Bachelor's Degree in Private and Public Law - University of Toulouse 1 Capitole (2013-2016)	
<b>LANGUAGES :</b> French (Native) Arabic (Native: reading, speaking and writing) English (professional working proficiency)	

# Management

<b>REF: KS_MGT_0126</b>	<b>30000 AED</b>
<b>PMO / Executive Assistant / Audit &amp; Control</b>	
<b>Dubai / Abu Dhabi</b>	
Female, 32 years old, French	
<b>SKILLS :</b> Trusted Executive Assistant & PMO support Governance, audit and sensitive matters Excellent organization and prioritization High-level reporting, MoMs & Board materials C-level exposure, negotiation & follow-up Discreet, reliable & delivery-driven Global, Multilingual, resilient, loyal person, excellent mindset	
<b>EXPERIENCE :</b> - Enedis : Governance politics framework (2024) - Pinup secret, a french skincare brand: Hostess, then Sales, generating 3 Mn EUR in 2 months (2022) - Sovereign Wealth Fund : PMO reporting to the BoD, SteerCo and the United Nations at Deloitte Dubai (2020) - Natixis Wealth Management : PMO / Executive assistant to the COO for Regulatory / compliance implementation (2017-2018) - Christian Dior Couture / EMAAR / OCP / Total / Milleis (ex Barclays Private Banking) Banco Santander IB : Audit & Internal Control at EY (2015-2017) and PwC (2019)	
<b>EDUCATION :</b> Mines Paris : Certified Data Engineer (2023) Telecom Management SudParis (IMT BS) : Programme Grande École (2017) Classes préparatoires ECS	
<b>LANGUAGES :</b> English / French (bilingual - native) Spanish (C1) Arabic (read and written - moroccan dialect)	

<b>REF: TA_MGT_0126</b>	<b>15000 AED</b>
<b>Commercial Manager</b>	<b>Dubai/Abu Dhabi</b>
Male, 38 years old, France et Canada	
<b>SKILLS :</b> Business and organizational management Sales and reporting Lead and supervising multidisciplinary teams Development of strategies to improve productivity and customer satisfaction Coordination of projects and optimization Microsoft Office and fluent multi languages communication	
<b>EXPERIENCE :</b> Property Manager France Hanna 2019-2025 Real Estate Manager IAD 2022-2025 Commercial Manager 2020-2022 Real Estate Broker 2018-2020	
<b>EDUCATION :</b> MBA - Organizational Management Sorbonne Business School France 2024 Master 2 - General Management University Sorbonne France 2023 BAA - Business Administration UQAM Canada 2015	
<b>LANGUAGES :</b> English Fluent French Native Arabic Fluent	

# Management

<b>REF: MM_MGT_0126</b>	<b>60000 AED</b>
Software Engineering Manager	Dubai /Abu Dhabi
Male, 50 years old, French	
<b>SKILLS :</b> AI Automation, SaaS Applications, Cloud technologies, Java, PHP, Python. Team Management, Agile Methodologies, Software Development Life Cycle Optimisation and Performance.	
<b>EXPERIENCE :</b> Senior Software Architect & Engineering Leader   15+ years Expert in backend development (Java, Spring, Python, Go), cloud architecture (Azure), DevOps, and applied AI engineering. Experienced in enterprise SaaS, modernising legacy systems, and leading distributed teams. Skilled in CI/CD, infrastructure automation, and delivering scalable, reliable solutions. Since 2024, focused on AI-powered workflows, RAG systems, LLM-assisted automation, and developer tooling. Combines architectural leadership with hands-on delivery, balancing innovation with operational impact.	
<b>EDUCATION :</b> Grenoble Institute of Technology 2002 - 2003 Master 2 Research Graduate <ul style="list-style-type: none"> <li>• Achievements: 3D Simulation in Computer Sciences, Electrical Engineering Research                Grenoble, France</li> </ul> Polytech'Tours 1999 – 2003 Meng <ul style="list-style-type: none"> <li>• Achievements: Computer Sciences, Electronic</li> </ul>	
<b>LANGUAGES :</b> French, English and Arabic (intermediate).	

# Sales

<b>REF: KA_SAL_0126</b> Business Developer Junior	<b>12000 AED</b> Dubai / Abu Dhabi
Male, 28 years old, France	
<b>SKILLS :</b> B2B business development fundamentals (prospecting, lead qualification, client follow-up) Needs analysis and solution-oriented approach Relationship building and stakeholder coordination Market research and competitive analysis Strong communication skills in multicultural environment Project coordination and reporting Adaptability, autonomy and proactive mindset Tools: MS Office (Excel, PowerPoint), Canva, Figma, basic CRM logic	
<b>EXPERIENCE :</b>  Business & International Exposure International working experience in an English-speaking environment (New Zealand), developing strong interpersonal skills, autonomy and adaptability in fast-paced contexts. Project & Communication Assistant – International Media Group Studiocanal   Jul 2023 – Jan 2024	
<b>EDUCATION :</b> Master's Degree in Innovation Management (MSc equivalent) Institut Mines-Télécom Business School – France 2022 – 2024 -Specialization in strategy, innovation management and digital transformation, Project management, teamwork and stakeholder presentations	
<b>LANGUAGES :</b> French: Native proficiency English: Upper-intermediate (B2+), professional working proficiency – international experience in English-speaking environments	

<b>REF: AB_SAL_0126</b> Partnerships, Account Management, Customer Success	<b>30000 AED</b> Dubai / Abu Dhabi
Female, 32 years old, Française	
<b>SKILLS :</b> -Partnerships Management (ISV, agencies, integrators, SaaS ecosystems) -Customer Success & Account Management (key accounts, ROI, business reviews) -Retail & Omnichannel Expertise (luxury, beauty, e-commerce) -Digital & IT Project Management (scoping, deployment, budgeting) -Change Management & Digital Transformation -Entrepreneurial & Operational Leadership	
<b>EXPERIENCE :</b> Partnerships Manager – Booxi   2023–Present Built partnerships function, recruited 20+ strategic partners (Salesforce, Shopify, SAP), organized international B2B events, driving +80% lead growth. Customer Success Manager – Booxi   2021–2023 Managed 17 key accounts, led business reviews, performance analysis, and upsell initiatives. IT Innovation Project Manager – LVMH & Sephora   2016–2020 Led digital projects (Scan & Go, Chatbot, Click & Collect) from scoping to deployment; supported IT tools and internal training. Co-Manager – L'Ami Coq   2021–2025 Co-founded and scaled a restaurant to €1M revenue, managing operations, sourcing, recruitment, and a 15-person team.	
<b>EDUCATION :</b> Master 2 Management Sciences, Management Integrating Information and Communication Technology. Institut Mines-Télécom Business School	
<b>LANGUAGES :</b> Français, Anglais.	