

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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Recruitment & Project Specialist

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Administration

REF: MS_ADM_0126	25000 AED
Executive Assistant, Personal Assistant, Office Manager Dubai	
Female, 54 years old, French	
SKILLS : ● 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	
EXPERIENCE : 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.	
EDUCATION : Master's Degree in Accounting and Finance. University Rene Descartes Paris X	
LANGUAGES : French, English and Arabic	

Finance

REF: LB_FIN_0126 **20000 AED**
Industrial and materials engineer **Dubai/Abu Dhabi**

Male, 24 years old, French

SKILLS : 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)

EXPERIENCE :

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.

EDUCATION : Engineering Degree in Materials & Manufacturing Processes
 École Supérieure de Fonderie et de Forge (ESFF), France
 DUT Materials Science (SGM)
 IUT – France

LANGUAGES : French (native)
 English (professional working proficiency)
 Arabic (conversational – dialect)

REF: GA_FIN_0126 **10,000 AED**
Credit Controller, Account Receivable Specialist. Account Coordinator **Dubai**

Male, 37 years old, Filipino

SKILLS : 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

EXPERIENCE : 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

EDUCATION : 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

LANGUAGES : Tagalog (Filipino)
 English

Finance

REF: ST_FIN_0126	12000 AED
Credit Manager	Dubai
Female, 31 years old, French	
SKILLS : 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	
EXPERIENCE : <ul style="list-style-type: none"> • TotalEnergies Group – Credit Management & Debt Collection • EMEIS Group – Sales Administration & Billing Officer • Private Clinic (Almaviva Group) – Sales Administration & Customer Relationship Officer • Bichat Claude Bernard Hospital – Revenue Officer • EPS Maison Blanche – Hospital Stay Billing Officer • SAP Santé – Healthcare Management Officer (Apprenticeship) 	
EDUCATION : Law Degree (Legal Studies) – Paris Panthéon-Sorbonne University Baccalaureate in Economics & Social Sciences	
LANGUAGES : French (native language) Arabic (native language) English (fluent)	

REF: AS_FIN_0126	45000 AED
CFO	Dubai
Male, 40 years old, French	
SKILLS : 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)	
EXPERIENCE : <ul style="list-style-type: none"> • Led finance operations (CFO/FD level), establishing robust reporting, budgeting, and forecasting. • Implemented efficient month-end close, improving data quality and management accounts. • Built KPI dashboards (P&L, cash, operations) to drive clear business decisions. • Managed cash and working capital, strengthening short-term liquidity control. • Designed pragmatic financial controls and procedures for SMEs. • Supported M&A and financing: due diligence, financial modeling, bank/advisor liaison. • Advanced user of ERP systems and Excel/Sheets, bridging finance and operations. 	
EDUCATION : -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)	
LANGUAGES : French English	

Legal

REF: SA_LEG_0126 **18000 AED**
Legal Advisor **Dubai**

Female, 31 years old, French and Moroccan

SKILLS :

Legal research, contract drafting, negotiation, legal advising, EU product compliance, administrative tasks, litigation

EXPERIENCE :

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.

EDUCATION : 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

LANGUAGES : French (native); English (bilingual);
 Berber (native); Arabic (beginner but taking classes);
 Spanish (intermediate)

REF: SA_LEG_ **25000 AED**
Paralegal or Legal Officer **Dubai / Abu Dhabi**

Female, 30 years old, French

SKILLS : -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)

EXPERIENCE : 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.

EDUCATION : 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)

LANGUAGES : French (Native)

Arabic (Native: reading, speaking and writing)

English (professional working proficiency)

Management

REF: KS_MGT_0126 **30000 AED**
PMO / Executive Assistant / Audit & Control
Dubai / Abu Dhabi

Female, 32 years old, French

SKILLS : 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

EXPERIENCE : - 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)

EDUCATION : Mines Paris : Certified Data Engineer (2023)
 Telecom Management SudParis (IMT BS) : Programme Grande École (2017)
 Classes préparatoires ECS

LANGUAGES : English / French (bilingual - native)
 Spanish (C1)
 Arabic (read and written - moroccan dialect)

REF: TA_MGT_0126 **15000 AED**
Commercial Manager
Dubai/Abu Dhabi

Male, 38 years old, France et Canada

SKILLS : 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

EXPERIENCE : Property Manager France Hanna 2019-2025
 Real Estate Manager IAD 2022-2025
 Commercial Manager 2020-2022
 Real Estate Broker 2018-2020

EDUCATION : MBA - Organizational Management Sorbonne Business School France 2024
 Master 2 - General Management University Sorbonne France 2023
 BAA - Business Administration UQAM Canada 2015

LANGUAGES : English Fluent
 French Native
 Arabic Fluent

Management

REF: MM_MGT_0126	60000 AED
Software Engineering Manager	Dubai /Abu Dhabi
Male, 50 years old, French	
SKILLS : AI Automation, Saas Applications, Cloud technologies, Java, PHP, Python. Team Management, Agile Methodologies, Software Development Life Cycle Optimisation and Performance.	
EXPERIENCE : 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.	
EDUCATION : Grenoble Institute of Technology 2002 - 2003 Master 2 Research Graduate • Achievements: 3D Simulation in Computer Sciences, Electrical Engineering Research Grenoble, France Polytech'Tours 1999 – 2003 Meng • Achievements: Computer Sciences, Electronic	
LANGUAGES : French, English and Arabic (intermediate).	

Sales

REF: KA_SAL_0126 **12000 AED**
Business Developer Junior **Dubai / Abu Dhabi**

Male, 28 years old, France

SKILLS : 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

EXPERIENCE :

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

EDUCATION : 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

LANGUAGES : French: Native proficiency
 English: Upper-intermediate (B2+), professional working proficiency – international experience in English-speaking environments

REF: AB_SAL_0126 **30000 AED**
Partnerships, Account Management, Customer Success
Dubai / Abu Dhabi

Female, 32 years old, Française

SKILLS : -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

EXPERIENCE : 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.

EDUCATION : Master 2
 Management Sciences, Management Integrating Information and Communication Technology.
 Institut Mines-Télécom Business School

LANGUAGES : Français, Anglais.