

KIROLLOS GERGES ROUSHDY

Event Operations & Activation Specialist

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PROFESSIONAL SUMMARY

Event Operations & Activation Specialist with 4+ years of experience in event operations, brand activations, venue management, logistics coordination, and team leadership. Proven track record in delivering governmental, corporate, promotional, and entertainment events while managing operational teams, suppliers, and on-site execution.

CORE COMPETENCIES

Event Operations Management, Event Execution & Coordination, Brand Activations, Corporate Events, Government Events, Venue Operations, Team Leadership, Vendor & Supplier Management, Procurement Coordination, Logistics Management, Guest Experience Management, Crowd Management, Project Coordination, Stakeholder Coordination, Problem Solving, Microsoft Office Suite

PROFESSIONAL EXPERIENCE

- Operations Specialist | Verdi Advertising Agency | Jan 2022 – Jun 2025
 - Executed corporate, governmental, and promotional events from planning to completion.
 - Managed operational teams of up to 16 staff members including engineers and technical crews.
 - Coordinated suppliers, vendors, procurement activities, logistics, and event setup operations.
 - Contributed to governmental events in the New Administrative Capital.
 - Participated in WE Telecommunications Mawlid Al-Nabawi events.
 - Managed activation projects for clients including Eden and CFM.
- Operations Coordinator (Seasonal) | Amazon Entertainment – Notch Beach Club | Summer 2024
 - Managed guest admissions and venue entry operations during entertainment events.
 - Coordinated with security and hospitality teams.
 - Supported artist events, VIP guests, and crowd management.
- E-Commerce Specialist | FFA Kings | Oct 2025 – Present

- Manage daily e-commerce operations and order processing.
- Coordinate customer inquiries and order fulfillment.
- Marketing Specialist | Rush Cosmetics | 2019 – 2020
 - Assisted in planning and executing marketing campaigns.
 - Supported promotional and branding activities.
- Insurance Policy Contracting Specialist | Misr Life Insurance | Feb 2021 – Oct 2021
 - Managed policy contracting and documentation procedures.
 - Reviewed customer files and coordinated administrative processes.

EDUCATION

Bachelor of Management Information Systems (MIS)
Modern Academy – 2022

LANGUAGES

Arabic: Native

English: Professional Working Proficiency