

Nayla Krayem

Address: Hadath, Jamous street- Lebanon

Email: naylakrayem16@gmail.com

Phone number: 70-639273

Personal data:

Nationality : Lebanese

Father's name: Hassan

Mother's first and last name: Sanaa Hachem

Sex: Female

Marital status: single

Date and place of birth: 16/12/1996 – Beirut-Lebanon

Education:

- Bachelor in finance – Lebanese University – Faculty of economics and business administration
- Lebanese Baccalaureate at Collège Des Pères Antonins- Baabda

Professional experience:

- Blom Bank -Head office –Hamra:

Date: 12/03/2018 – 12/10/2018

I have successfully completed training at the credit card department and personal loan department.

- Cream – Saifi village:

Date: 06/2016 – 01/2017

Responsibilities:

- Placed special orders for out of stock items.
- Monitored trends and provided information to customers to maximize purchases.
- Dealt with designers for new items and personalized items.
- Completed customer transactions on the cash register.

Personal skills and competences:

Languages:

	Reading	Speaking	Writing
Arabic	Excellent	V.Good	V.Good
French	V.Good	V.Good	V.Good
English	V.Good	Good	Good

Computer skills:

- Microsoft office word
- Microsoft office excel
- Microsoft office powerpoint
- SPSS
- Calypso

