

Curriculum Vitae

□ **Personal Details:**

Name: Nataly Mattar

Place and Date of Birth: Majdlaya / 10-10-1994

Address: Behamdon Main Road, Flower Street

Nationality: Lebanese

Marital Status: Married

Mobile: 961 3 960044

□ **Objective:**

Aiming to be a member in your association, to work hard and strive valiantly by exhibiting those traits (Intelligence, Honesty, Inspiration, Looking forward, Sharing, Passion, Being organized, Taking ownership and responsibility, Creativity, Fairness, Assertiveness, Humility, Integrity, and finally Vision) to reach the triumph of high achievement and success.

□ **Education:**

2013-2016 **M.U.B.S**

Modern University for Business and Science

Bachelor degree in Computer Science

2010-2013 **M.A.O.S**

Maroun Abboud Official School/Aley

Faculty of Economic Sciences

2001-2010 **T.N.S**

Tanokhyi National School /Abey

Elementary Studies

□ Professional Experiences:

Car Registration Company / Aley

Summer Internship 2015 / Training for Ten Months

- **Working on Victoire Insurance Company Application**
- **Assistant Director (Planning , Organizing , Managing)**

Ceramist Company / Baysour

Working for Five Months

- **Apply and Manage Accounting Operations**

□ Languages:

Languages	Reading	Writing	Speaking
Arabic	Excellent	Excellent	Excellent
English	Good	Good	Good

□ **Skills:**

Computer Skills:

- Microsoft Word
- Microsoft Excel
- Microsoft Access
- Microsoft PowerPoint
- Adobe Photoshop, Illustrator
- C# (pronounced as C sharp) is a multi-paradigm programming language
- HTML ,PHP, JAVA Programming languages
- Capable of working under pressure
- Quick learner and able to handle tasks at one time
- Driving License

□ **Activities and hobbies:**

- Reading and listening to music
- Ability to controlling, Supervising and watching

□ **References:**

Dr. Hatem Alameh:

Chairman for M.U.B.S / Aley / 009615556628

Modern University for Business and Science