

Wehbé Rim

Born in Zahleh on 18/12/1995

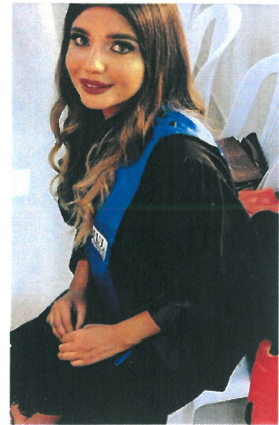
Lebanese

Single

Choueifat,street Tiro, building: Wehbé, 2nd floor

76/865783

wehbeh.rim@gmail.com



Objective :

Detail-oriented, and certified accounting professional, seeking the position of a Junior Accountant to use my knowledge, and assisting the accounting department in daily operations.

Education:

[October 2014-July 2017] : Islamic University Of Lebanon, Faculty of Economics and Business Administration, BA in accounting.

[September 2010-June 2013]: Kfarchima High School, Lebanese Baccalaureate (Life Sciences).

Professional Experiences:

[September 2017-March 2019] : Internship at Blom Bank S.A.L in the Liability Product Management ,and Follow up departments (CC&PL)

Key skills gained :

- Process transactions related to changes in interest rates and maturity amendments of bank term deposits.
- Follow up with branches on coupons contracts related to expired term deposits.
- Monitor daily journals for cash withdrawals, outgoing transfers, issued checks, and deposits performed by branches.
- Follow up on the branch operations related to the various products created by the department.
- Performs blocking on coupons A/C for rate and maturity.

[September 2016] : Certificate of Completion, Hands-on Banking

Key skills gained :

- Branch operations
- Retail Credit
- Quality in Sales and Customer Service
- Cards

[November 2013-july 2014] : Private tutor

Personal Skills :

Languages Skills : conversational Arabic, English and french as well in writing.

Computer Proficiencies : Advanced Knowledge Of MS Excel (Macros,Pivot-tables,...)

Microsoft Office (Word,Excel,Power Point,Acess)

Hobbies & interests :

Sports :Muaythai, Swimming, Walking, ...

Socializing-Community work..