



Nour Koubaitary

Fresh Graduate

A Finance Graduate actively looking for an opportunity to work in the Banking and Finance industry as a way to exploit my university knowledge and interpersonal skills.



nour.koubaitary@gmail.com



00 961 3 001 437



Beirut, Lebanon



linkedin.com/in/nour-koubaitary-41077a143

SKILLS

Microsoft Office



Interpersonal Skills



Customer Oriented



Team Player



Working Under Pressure



LANGUAGES

Arabic

Native or Bilingual Proficiency

English

Full Professional Proficiency

French

Limited Working Proficiency

EDUCATION

Business with emphasis on Banking and Finance

Beirut Arab University

09/2015 – 06/2018

Beirut, Lebanon

Courses

- Financial Management
- Taxation Systems
- International Finance
- Intermediate Accounting
- Public Finance and Fiscal Policy

Sociology and Economics

Beirut Baptist School

09/2011 – 06/2014

Beirut, Lebanon

WORK EXPERIENCE

Financial Intern

Banque du Liban

07/2018 – 08/2018

Beirut, Lebanon

Banque du Liban is the central bank of Lebanon.

Achievements/Tasks

- Foreign Exchange
- Risk Management
- Special Investigation Commission
- Foreign Affairs

Contact: Mohammad Jabri – 00 961 1 755 000

Operations Officer

Auto Khaled Movers SAL

07/2014 – 12/2014

Beirut, Lebanon

A local movers' company that offers individuals, corporations or governments the service of moving and transporting their items and belongings.

Achievements/Tasks

- Oversee and direct daily company administrative processes and procedures
- Analyze and maintain operational data
- Communicate with management teams to confirm execution of company processes
- Maintain positive client and vendor relationships
- Report to and assist Chief Operating Officer in daily tasks and duties

Contact: Loyal Khaled – 00 961 70 665 466

CERTIFICATES

Banque du Liban Training Certificate

ICDL (International Computer Driving License)