

# Hussein Amer

Banking and Finance

Committed banking and finance student with extensive skills in interpersonal relations and analytics. Having the drive and determination to consistently achieve success as member in the financial and consultancy sectors.

## Personal Info

### Address

Beirut, Lebanon

### Phone

+96176700292

### E-mail

hussein.amer@lau.edu

### Date Of Birth

April,9 1997

### Nationality

Lebanese

## Languages

### Arabic



### English



### French



### Romanian



## Tech Skills

### Excel



### Powerpoint



### Capsim Stimulation



### SPSS



### Stocktrack



## OBJECTIVE

Seeking to enhance my career by taking a full time job in a reputable company.

## EXPERIENCE

### Position: Sales Associate at AAA Trading Company

2018-2019 (Lb.)

- Improving engagement with merchandise and providing outstanding customer service
- Insure Company with internal auditing standards as logistic standards
- Follow up on operational tasks and maintain high levels of productivity and professional costumer service.
- Responsible for retention campaigns/expeditions from conceptualization through to idea analysis.

### Position: Part time job at LAU medical libraries

Sep.2016- Dec.2017 (Lb.)

- Helped to Update Office contacts database
- Prepare daily briefing for front office team and track daily operational procedure.
- Assist library users to locate books, information and resources
- Monitored office supplies and replenished stocks as necessary

### Position: Start up Application 'Find My Doc'

May.2018-Sep. 2018 (Lb.)

- Contacting Medical Doctors in Lebanon
- Ambassadors Team leader
- Taking appointments with doctors all across Lebanon
- Creating long term strategies
- Assist the company to acquire more costumers

### Position: Operations manager at Johnson Company (b2b)

May.2017-Sep. 2017 (Ro.)

- Monitoring and analyzing the existing process and effectiveness
- Managing quality assurance programs and higher cosstumer service by vertical integration
- Keep track of all shipments from China to Romania and maintaing and efficient reorder point
- Driving initiatives in the managment team and organizationally that contribute to long term operational excellence.
- Assist with recruiting and reviewing budgeting information
- Ensurea all legal and regulatory documents are filled and monitor compliace with laws and regulatins
- Building allainces and partnerships with other retailers and shops in the market.

## EDUCATION

### Lebanese American University

- Bachelor of Science in Business Studies - Banking & Finance and Minor in Mathematics 2015 - 2019

### High school degree

- Secondary Evangelical School

## SKILLS AND QUALIFICATIONS

- Effective and efficient time management
- Pro corporate communication skills
- Fixable and adaptable to change
- Highly self motivated

## CERTIFICATIONS

- Intern. at the Central Bank of Lebanon

July.2018

- Attended seminars, workshops, and lectures regarding each department functions
- Rotated within different financial departments