

AYA SUKKAR

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EDUCATION

American University of Beirut, Beirut, Lebanon 09/17-06/20
Bachelor of Business Administration. Concentration: Finance
Expected Graduation Date: June 2020
Cumulative GPA: **84/100**

Ikhaa National High School, Beirut, Lebanon 09/14-06/17
Completed the Lebanese Baccalaureate with Honor.

EXPERIENCE

Moore Stephens International, Beirut, Lebanon 07/19-09/19
Audit Intern

- Auditing select areas of a financial statements and note disclosures
- Work with clients' documents; communicate with the clients

Bank Med, Beirut, Lebanon 01/19-05/19
Part Time Job

- Consumers Handling, (Retail Products & Services), AML (Anti Money Laundering Program), Training Program (Teller, CSR, Operations Support), Direct Sales Training Program

IRADA KHOUBOURAT, Beirut, Lebanon 12/18-02/19
HR Intern

- Updating HR databases, working on payroll data, and screening resumes and application forms.

Amel Association International NGO, Beirut, Lebanon 10/18-01/19
Strategy-Management Consultant

- Creating and implementing new business strategies to strengthen the non-governmental organization

Futuwwa Organization, Beirut, Lebanon 09/18-Present
External Auditor

- Collecting financial data & analyzing trends, identifying ongoing compliance issues, processing weakness, and inefficiencies.

180 Degree Consulting Club-AUB 10/18-Present
Vice President

- Managing members accounts and assisting in growth and development of the cabinets as well as the overall club

Big Data Club-AUB 05/19-Present
Treasurer

- Controlling of the club's money, collection, and disbursement in addition of keeping books to give a financial reports.

COMMUNITY SERVICE & EXTRACURRICULARS

AUB Handball Varsity Team 01/19-Present

Volunteering in Children Cancer Center 01/18-Present

Directing Volunteers at American Dental Association in refugee camps 01/16-Present

Teaching English to refugees 12/15-Present

Organizing campaigns with Khyam Al Kher- Cedars for Care NGO 01/15-Present

CERTIFICATIONS

Fullbridge U Program May-2018
The program is a transformative learning experience that aims to introduce career skills and business fundamentals

THOMSON REUTERS EIKON - VERSION 4 August-2018
It broadens knowledge of the tools used by the most successful financial markets professionals across different industries

PROJECTS ACCOMPLISHED & COMPETITIONS

International Case Competition Training at the American University of Beirut 04/18-Present

Virtual Stock Exchange, Beirut, Lebanon 10/18-12/18
▪ Organized the event with Blom Bank

COMPUTER SKILLS

- **Business tools:** Pivot Tables, Web ERP, SAP ERP, QuickBooks, Excel Risk solver platform, Thomson Reuters Eikon, MegaStat, Microsoft Visio
- **Design Tool and handling:** Adobe photoshop, Adobe Illustrator, Microsoft SQL server, MySQL, Microsoft Access

LANGUAGES

Fluent in both English and Arabic, Basic level in French and Turkish

COMPETENCIES

Communication, Planning and Organizing, Client Orientation, Teamwork, Creativity, Accountability, Data analysis

INTEREST AND HOBBIES

Handball, Basketball, Yoga, Event Planning, Running, Baking, Community Involvement