

Rami Kortbawi

Nationality: Lebanese & Canadian

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Hazmieh, Lebanon

Education:

Fall 2015 – Spring 2019: Lebanese American University

Bachelor of Science degree in Business - Banking and finance

- ♦ Major GPA: 3.5/4.0
- ♦ Minor in Economics (Minor GPA: 3.4/4.0)
- ♦ Relevant Courses: Corporate Finance, Security Analysis & Portfolio Management, Operation and Production Management, Monetary Theory and Policy, Financial Derivatives.

Work Experience:

October 2019 – Present: Internship at Advisory & Co. – Hazmieh

Worked alongside senior associates and partner on different projects in the field of telecom, education and public health; assisted in creating presentations for clients and creating modules on excel

July 2019 – Present: Waiter/Bartender at Café Standard

Operated cash register and reconciled end of day balances; provided a friendly and warm atmosphere for the customers

Fall 2015 – Spring 2019: Student assistant at LAU's Dean of Students Office – Hamra and Byblos Campus

Organized student's schedules to tailor their educational needs, by taking into consideration their preferences and the specialization they want to pursue in the future; supervised the progress of the science fair which award the winners scholarships by following up with the schools in regards of the material and the theme of the fair and made sure that the deadlines assigned to each category was met

Community Involvement:

July 2019 – Present: Nawraj

Prepared a business model for the NGO which was trying to help a small village near the border by acquiring funds from the German embassy in order to plant one of the most expensive spices in the world saffron making this small village self-sufficient and stop the flow of immigration

October 2018 – June 2019: LAU Model European Union – Global Classrooms Lau Model United Nations, Logistics Coordinator

Facilitated communication between upper management and team leaders by coordinating team meetings and sending task distributions via email or whatsapp; Divided tasks given by team leaders to the rest of the team and carried them through execution

Competencies and Strengths:

- ♦ Great organizational skills and attention to details
- ♦ Problem-solving skills, takes initiative, proactive and eager to learn
- ♦ Excellent verbal communications skills
- ♦ Strong customer service skills gained from working in the foodservice industry

Additional Skills:

- ♦ Proficiency: Microsoft Word, Microsoft Excel, Microsoft PowerPoint
- ♦ Fluent in English, French and Arabic (Reading, Writing and Listening)