

RESIDENCE ANTOINE SAAD, FACING AMERICAN EMBASSY, AWKAR, LEBANON  
TEL: +961-03-117933 HOME: +961-4-544304 DESTINA.SAAD@HOTMAIL.COM

## DESTINA A. SAAD

### OBJECTIVE

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Integrity, persistence, a competitive spirit, curious, a willingness to seek information and ability to work effectively under pressure and tight deadlines. User-friendly, possess spirited optimism, self-discipline, patient, strong influence and communication skills.

An agriculture engineer ungraduated student looking for a position where I can utilize my skills, put my learning into practice, and advance in my career. I am eager to learn and gain more experience.

### PERSONAL INFORMATION

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Social Status: Single

Date of birth: May 10, 1997

Nationality : Lebanese

### EDUCATION

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**Sept 2015- 2020      USEK      (Kaslik, Lebanon)**  
*Diplome of Agriculture Engineer*

**June 2015      Central College Jounieh- CCJ      (Jounieh, Lebanon)**  
Graduated with the Lebanese Baccalaureate in Sociology and Economics

### WORK EXPERIENCE

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**January 2016      SAAD PETROL SERVICES      (Dekweneh, Lebanon)**  
*SAAD PETROL SERVICES is a company that distributes petroleum. Its aim is to meet the energy needs of the companies, stations, homes...*

*HR*

#### **Duties & Responsibilities:**

- Check the daily receivables.
- Preparation of payments, checks, transfers and receipts.
- Issuing weekly or monthly Trial Balances to be up to date with the client accruals.
  - Preparation of Clients reconciliations and follow up on discrepancies.
  - Managed external correspondence and emails.
  - Getting in-touch with the employees

**Apr 2013-Aug 2013**

**Frozen Yogurt**

**(LeMall Dbayeh, Lebanon)**

- *Assistant*
- *Cashier*
- *Serving the clients*

***Internship as an Agriculture Engineer***

**May 2015**

**Monastery Tamich**

**(Dik El Mehdi, Lebanon).**

**Duties and Responsibilities:**

- Planting crops
- Taking care of the cow farm
- Aviculture

**May 2017-Aug2017**

**Dogtor A**

**(Broummana, Lebanon)**

**Duties and Responsibilities:**

- Selling products
- Doing Surgeries
- Check-ups and consultations

**Jan 2018**

**LARI**

**(Fanar, Lebanon)**

**Duties and responsibilities:**

- Working in all laboratories including dairy products, water, fertilizers, phytopatholgy, nematodology, entomology

**May 2019**

**Nature By Marc Beyrouthy**

**(Kaslik, Lebanon)**

- Landscaping and urban greening, Visiting fields for maintenance, sales person in the store

**SKILLS & QUALIFICATIONS**

Fluent in spoken and written Arabic , English and French  
Programs used: Microsoft Word, Microsoft PowerPoint, Microsoft Excel

**EXTRA ACTIVITIES**

Guitar, Volleyball, Dance, Reading and Cinema.

**REFERENCES**

Available upon request.