

Fawzi Mitri

Accountant

I'm an eager, ambitious Accounting graduate from Notre Dame University Louaize with proven leadership capabilities, who likes to take initiative and seek out challenges. I am currently looking to secure a job in the accounting field to merge my theoretical knowledge with my practical one.

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📍 koura, Lebanon

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EDUCATION

BACHELOR IN BUSINESS ADMINISTRATION, WITH EMPHASIS ON ACCOUNTING NOTRE DAME UNIVERSITY – LOUAIZE

08/2015 – 12/2019

Courses

- Advanced accounting
- Taxation
- Managerial accounting
- Intermediate accounting
- Auditing

LEBANESE BACCALAUREATE II (SOCIO- ECONOMIC) COLLEGE DE LA SALLE FRERE – ZGHARTA.

09/2014 – 05/2015

WORK EXPERIENCE

Accounting intern Wehbe and Azar for auditing

09/2019 – 10/2019

tripoli

Achievements/Tasks

- Control and record purchase invoice and sales receipt
- Taxable family discount
- Registration and calculation of VAT
- Trial balance audit

STORE MANAGER/ACCOUNTANT La Planta – Flower Shop

02/2016 – 06/2019

- KFARAANKA EL KOURA.

Achievements/Tasks

- Keeping financial statements updated
- Preparing reports and reconciliation bank statements
- Record Purchase Invoices and Sales Receipt
- Run accounting software (orient)
- Processing business transactions, expenses, vouchers

Contact: nicolas – 03-701215

SKILLS

Communication

Focus

Attention to Detail

Microsoft Office (Excel, Word, PowerPoint)

Leadership Skills

Teamwork

VOLUNTEER WORK

Red Cross Youth Member (07/2016 – 2018)

Member of Mouvement de la Jeunesse Orthodoxe
(2004 – Present)

CERTIFICATES

Certificate in First Aid Education – Lebanese Red Cross.
(11/2016)

LANGUAGES

Arabic

Native or Bilingual Proficiency

French

Professional Working Proficiency

English

Full Professional Proficiency

INTERESTS

Skiing

Basketball

Cooking