

Stéphanie J. Acra

Lebanese/ Mexican, July 21, 1992

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Georges Zeidan Street, Acra Building, Achrafieh, Lebanon

EDUCATION

Lebanese American University

Bachelor in Business Administration, Major: Banking and Finance (3.23 GPA honors)

Beirut, Lebanon

Sep 2010 – Jun 2013

Notre Dame de Nazareth

French and Lebanese Baccalaureate Diploma, specialization in Mathematics

Beirut, Lebanon

Sep 1995 – Jun 2010

WORK EXPERIENCE

Banque Libano-Française - Treasury & Capital Markets

Beirut, Lebanon

Corporate FX Sales

Dec 2015 - Present

- Manage a growing portfolio of treasury management client (Corporate and private)
- Understand the client's business environments, strategies and industry to provide appropriate solutions
- Expand existing business by visiting the branches, the Corporate and SME's departments
- Collaborate with client managers to sell treasury management products.
- Create hedging products and speculative proposals based.
- Advise speculators on FX & commodities trades by providing an outlook based on fundamental and technical tools
- Cover the FX, precious metals, energy and interest rate markets for hedging and speculation
- Perform in FX trading (Spot, Forward, Swap and options)
- Prepare a daily Markets Overview, covering news relating to FX & Commodities (Metals & Energy) markets
- Reorganize administrative tasks, and develop Microsoft Excel files to follow up with clients
- Act as backup and provide support in FX Sales and Money Market functions

Banque Libano-Française

Beirut, Lebanon

Forex & Money market officer in the department of market operations

Mar 2014 - Dec 2015

- Processed Spot, Forward, Swap trades and managed deals' confirmations
- Settled Money Market and Foreign Exchange trades done by Treasury and applied settlement instructions
- Investigated with counterparties to regularize payments inconsistencies
- Assembled and constructed statements for Central Bank of Lebanon

Libano-Française Finance

Beirut, Lebanon

Internship

Oct 2013 - Dec 2013

- Interacted with brokers, acknowledged regulatory frameworks and processed issuance of structured products
- Profiled clients and built simulations regarding Equity markets, Debt Securities and Government Securities

Middle East Capital Group: A member of FNB group

Beirut, Lebanon

Internship in the front office, back office and middle office

Jul 2013

- Gained knowledge in capital markets: Trading bonds, Futures contracts, options and equities

PricewaterhouseCoopers

Beirut, Lebanon

Internship in the department of assurance

Aug 2012

- Developed financial statements and related disclosures for Insurance companies

CERTIFICATIONS AND TRAININGS:

- *Global Financial Derivatives:*
Issuing authority Chartered Institute for Securities & Investment
Beirut, Lebanon
May 2019
- *Lebanese Regulations:*
Banque du Liban
Beirut, Lebanon
June 2018
- *Citi CEEMA Derivative Training:*
Citi Bank, London
London, United Kingdom
April 2019

SKILLS & HOBBIES

Languages:

Fluent in English, Arabic, and French

Computer skills:

Microsoft Office: Word, Excel, and Power Point

Financial terminals:

Thomson Reuters and Bloomberg

Soft Skills:

Leadership, Communication, Team-work and Analytical skills

Hobbies:

Basketball, Thai Boxing, Movies, Travelling and Swimming

Voluntary Experience:

Scout movement, volunteering in Bali, Red Cross involvement, and Cenacle de la Lumière