

# ROBERT CHIBANY

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Street address: Zoghbi street, Zalka Metn Phone number: 76 058 832 email: chibanirobert@gmail.com

## *Career profile*

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I am a professional certified experienced accountant that has been in the industry for 19 years. I worked as Chief Of The accounting Department at Vog Production SAL for the last 10 Years.

I was responsible for observing and analysing general accounts like banks, clients, Suppliers, Fixed assets, Products, expenses, and updating those accounts, following up, managing, analysing and updating stocks.

VAT & Balance Declarations

Salary TAXES Declarations

CNSS Documentation

Some of my Computer Skills : Internet, Excel, PIMS2 (accounting Programs), Holding on line banking accounts.

## *Core skills*

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|-----------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
| • Accounting Programs :<br>EDM<br>Paragon ( Dolphin }<br>Socrates<br>PIMS 2 | • Account analysis<br>• Account reconciliation<br>• Accounting principles<br>• Audits<br>• Budgets<br>• Corporate tax<br>• Financial analysis | • Computer literacy<br>• Cash flow<br>• Languages:<br>Arabic, English<br>and French |
| • Word, Microsoft Excel                                                     |                                                                                                                                               |                                                                                     |
| • Internet Handling                                                         |                                                                                                                                               |                                                                                     |

## *Career Highlight*

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- Working on clients' accounts when some of them were doubtful, But with my connections with them I have succeeded in collecting these amounts.
- Working On Suppliers accounts when the Company Was In a Delicate Situation, because of relations and talks, I was able to take contracts of settlement of our debts for Long Period of payments.
- Helping The Company in VAT monthly Payments by agreement and working with the VAT department

## ***Work experience***

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**Vog Production SAL, Sin el fil, Metn**

06/2009 to 05/2019

Title: Chief of the accounting department

**All Tex SAL, Mkalles, Metn**

2007 to 2009

Title: Accounting

**Izaat Daouk & Sons, Cornich el Mazraa, Metn**

2003 to 2004

Title: Public accountant

**Orders of Lebanese Dentists**

2001 to 2002

Title: Accounting

**Internship at the Chemaly and Nacouzi**

1999 to 2000

## ***Education***

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**CIT, Dawra TS1, TS2, TS3 Degree in Accounting:** 1996 to 1999

**CIT, Dawra Degree BT3 Programming** :1995 to 1996

**Collège Metn El Chemaly, Jdeideh** : 1991 to 1994

**Collège ST. Georges Zalka** : 1975 to 1990