

Souhad Mahmoud

Accounting and Finance Student

An independent and self-motivated accounting and finance student with proven and tested skills. Currently searching for my first job in accounting, education or marketing field.



souhadmahmoud.sm@gmail.com

70826566

Choueifat, Beirut , Lebanon

05, 10, 1998

EDUCATION

Study Program

University of Sciences and Arts in Lebanon

02/2017 – Present

3.84

WORK EXPERIENCE

Accounting and Auditing Internship

Al Ettihad for Accounting and Auditing

02/2019 – Present

Beirut

Two accountancy specialists and members of the Lebanese Association of Certified Public Accountants (LACPA), Specialist Ali Alaa El Deen and Specialist Ghaleb Hamdoun established the firm in 1993.

Achievements/Tasks

- Assisting in the preparing of balance sheets, income statements, and other financial statements according to legal and company accounting and financial guidelines
- Data entry and handling accounts receivables and accounts payable
- Reconciling supplier's and customer's balances
- Reconciling Bank Statements
- Calculating and submitting payroll tax
- Preparing and submitting the NSSF

Contact: Specialist Ali Alaa El Deen – 03828931

SKILLS

Presentation

Communication

Time Management

Self-Motivated

Adaptability

Accounting

Marketing

Event Planning

Data Analysis

Creativity

Analytical

Fast Learner

Independant

Responsible

Efficient

Microsoft Office Applications

IBSCO Program

CERTIFICATES

Introduction to Banking Operations at Blom Bank (03/2018)

LANGUAGES

English

Full Professional Proficiency

Frensh

Professional Working Proficiency

Arabic

Native or Bilingual Proficiency

INTERESTS

Individual Sports

Reading

Music