

Lucette Chedid
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Education:

MBA, **AUCE University, Beirut Lebanon, 2018**

Masters in Physics, **Lebanese University, Beirut Lebanon, 2011**

B.S. in Physics, **Lebanese University, Beirut Lebanon, 2010**

Experience:

- May 2019- Present **Saint George University Medical Center, Beirut, Lebanon**
Budget Controller
- Assist in Consolidated Budget Preparation
 - Tasked with reviewing governing policies and procedures relating to Budget Department
 - Prepare QIP reports relating to Budget Department
 - Revise current operational activities
 - Forecast budgetary requests for all departments
- Oct 2015- May 2019 **Saint George University Medical Center, Beirut, Lebanon**
Budget Analyst
- Part of the core budget team that is responsible for scrutinizing and developing reports for the board members; which include Trend Analysis, Variance Analysis, Profit and Loss, Budgeting Reports, and Budget Control
 - Constantly participating in the hospital LEAN Management meetings to cut down on waste, supported by reports prepared by the Budget Department
 - Conducting Feasibility Studies for Medical Equipment, based on proprietary reports that fit our high level of examination and standardization
- Jan 2014-Feb 2015 **Mike Sport, Beirut, Lebanon**
Wholesale Assistant Manager
- Managed Accounts and Teams
 - Prepared KPI Sales Reports for management
 - Quotations and Orders
 - Sales and Retail
 - Oversaw Training, Hiring, and Team Evaluations
- 2012 - 2013 **Gates Bilingual Special Education School – Cedars Group, Beirut, Lebanon**
Classroom Teacher
Taught Math and Physics for Special Needs Students
- 2011- 2013 **A + tutoring center, Beirut, Lebanon**
Classroom Teacher
Taught Math & Physics for Complementary and Secondary classes
- 2008 – Present **Private Lessons** in math, Physics, and Chemistry for Complementary and Secondary Classes
- Skills** Proficient use of Office Tools, High dependency on complex excel formula. Extensive knowledge of Navision ERP

Languages: Fluent in English, French, and Arabic

Nationality: Lebanese