

Finance graduate seeking an opportunity to build a successful career, my short term goal is to find an entry position to develop my skills & competencies and my long term goal is to pursue with the CFA certification and to enrol in an MBA program.

EDUCATION

CFA Level 1 Candidate Dec 2019
CFA Institute

BS in Business - Financial Engineering
Sagesse Univeristy
09/2014 – 07/2017

WORK EXPERIENCE

Bank Teller
SGBL Group

01/2019 – 01/2020

Achievements/Tasks

- Completing account transactions for customers.
- Assisting the Customer Service in their daily tasks.
- Selling bank products.
- Replacing the head teller position in different branches

Contact: Dany Abi Haidar (Branch Manager) – +96103535568

Bank Trainee
SGBL Group

04/2018 – 12/2018

Achievements/Tasks

- Working on Olea Data base
- Fixing Olea erros
- Contacting dormant and Inactive accounts
- Supporting bank tellers and customer services in daily job

Accounting Part-timer
FNB Finance

09/2015 – 03/2018

Achievements/Tasks

- Preparing automated & manual loan schedules
- Granting & organizing insurance policies
- Updating monthly CDR for central bank
- Assisting CFO in daily tasks

Data Entry Operator
RSTN Consulting

07/2014 – 10/2014

Achievements/Tasks

- Transferring & Scanning Documents into retrievable information. (Project job)

SKILLS

Leadership

Communication

Time Management

Excel

Hard Worker

Team work

ORGANIZATIONS

INGAZ Company Program

Corporate Social Responsibility Award Holder

LANGUAGES

English

Full Professional Proficiency

Arabic

Native or Bilingual Proficiency

French

Limited Working Proficiency

INTERESTS

Reading

Football