

Amer Amcha

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Summary

A magna cum laude finance graduate with a strong ambition of making a niche in the field of banking and finance seeking for a job. I would like to work with other professionals and teams in order to improve my skills.

Education

Beirut Arab University (BAU)

Bachelor's Degree in Bankig and Finance

Graduated February 2019

Employment History

Lancaster Plaza Beirut

Office Operator

May 2018 - Present

Working on:

1. **public security system**(Ministry Of The Interior and Municipalities).
2. **OPERA System**.
3. **guests communicating**.

Eurotruck Offstore

Accountant

Baabda, Mount Lebanon Governorate
February 2018 - March 2018

Works on **Brain System**:

1. Account payable/receivable.
2. Account debit/credit.
3. Account recociliations.
4. Data entry.

Landmark

Cashier

, Mount Lebanon Governorate
April 2017 - January 2018

Works as cashier then begins training as **senior** cashier using '**Oratel System**'

Sky Telecom

Cashier, Sales

Baabda, Mount Lebanon Governorate
January 2011 - April 2017

Works on:

1. OMT System.
2. Western Union System.
3. Sales.

Professional Skills

High persuasion ability	Expert
Journal entries	Advanced
Billing and collections	Advanced
Payment processing	Advanced
Microsoft Office	Advanced
Outstanding communication, computer, and time management skills	Expert

Languages

English	Fluent
Arabic	Native

References

Rami El-mir <i>Manager</i> (961) 348-2281	Lancaster Plaza Beirut
Stephany <i>Human Resource</i> (961) 302-7933	Lancaster Plaza Beirut