

MOHAMMAD TABBARA
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EDUCATION

LEBANESE AMERICAN UNIVERSITY (LAU)

BS in Business Administration: Emphasis in Banking and Finance

Beirut, Lebanon
Sep.2015 – Dec.2018

Key Courses: *Managerial Finance, Corporate Finance, Banking Operations, Financial Institutions, Financial Securities*

RAWDAH HIGH SCHOOL (RHS)

Lebanese Baccalaureate in Economics in Sociology

Beirut, Lebanon
Sep.2000-Jun.2015

EXPERIENCE

BCN (Bank Credit National)

Trainee (Treasury Department)

Beirut, Lebanon
Sep.2019-Dec2019

- Balanced and managed the daily cash flow and liquidity of funds within the bank
- Handled the banks investments in securities, foreign exchange, and money market instruments
- Performed bank reconciliation in order to ensure that all funds have moved as expected

KPMG

Intern (IFRS Consultant, Audit)

Beirut, Lebanon
Mar.2019-May.2019

- Converted the accounting systems of companies in the telecom, automobile, insurance, and oil and gas fields to IFRS
- Vouched revenue and expense accounts, and calculated bad debt provision and impact on P&L to ensure compatibility with IFRS modules (IFRS 9&15)
- Participated in meetings with the finance managers of the clients and reported to my manager

Sidani & Co. (Auditors & Tax Consultants)

Audit Intern

Beirut, Lebanon
Jul.2017-Aug.2017

- Reconciled clients' balance sheet accounts to ensure reliability and accuracy in reporting
- Reported discrepancies in account balance checks to higher management including my recommendations for adjustments for a client managing park meters payments and collection
- Attended seminars and lectures related to the scope and purposes of auditing

Extracurricular Activities

- Supported in two Online E-commerce, Drop shipping stores. Skills: (Keyword Research , Customer Targeting , Client Acquisition)
- One of the founders of an Event Management Organization. (Skills : PR , DJ)
- Supported in the management of the Beirut Fan Park for the football World Cup in 2014 and 2018, responsible for PR and customer acquisition
- Played a PR role for Seven Management to attract customers and supported in planning events and concerts (2015-2018)
- Selected twice to represent the Lebanese National Football Team(U19) and Futsal (U19)

ADDITIONAL

- Certified Financial Advisor from Allianz SNA
- Native Arabic speaker and fluent in English
- Proficient in Microsoft Office tools (Word – Excel – PowerPoint), Photoshop
- Successfully completed basic primary care course prepared by the Lebanese Red Cross

