

**Hadi Hassan Habes**  
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**Experience:**

- **Accountant at Al Hadi Snack- 2015 till present:**
  - Counting the inventory weekly, requesting and purchasing the needed items
  - Managing cash flow daily through transactions
  - Issuing the income statement weekly through earnings, expenses and inventory
  - Processing weekly staff related payroll and creating payslips and tax payments
  - Auditing the bills
- **Founder for Made with Love Online Shopping- 2019 till present:**
  - Ensuring Customer's satisfactory by covering orders ordered by mail, telephone or social media
  - Creating, editing and uploading product photography and descriptions to the online shopping platform
  - Demanding and supplying customized gifts
  - Tracking routinely the financial state
  - Ensuring an accurate and thorough approach to all payment processing and refunds

**Education:**

**Lebanese International University, Tyre Lebanon** *B.S. in Accounting expected to graduate 2020*

**Key Courses include:**

Intermediate Accounting	Business Management	Tax Accounting
Managerial Accounting	Marketing Theories and principles	Principles of Accounting

**Extracurricular Activities:**

- Member of the Lebanese Scout Federation: 2015-2018 (mentoring adolescent boys)

**Certificates:**

- First Aid Training (2016)
- Financial Management Training (2018)

**Computer Skills:**

- MS Office, Email communication, Data visualization, Internet Research

**Languages:**

Arabic native and English fluent

*References are available upon request*