

NAYLA ZOOR

Personal information

Name

Nayla Naim Zoor

Birthdate

10/10/1997

Gender

Female

Nationality

Lebanese

Address

Afif Jurdi bldg, Choueifat, Lebanon



Profile

As a recent graduate in Accounting and Finance, I am looking to utilize my excellent communication skills within a fast-paced company or organization. I am an energetic, ambitious person who has developed a mature and responsible approach to any task I undertake or situation I am presented with. Also, I am excellent in working with others to achieve a certain objective on time and with excellence.

Experience

- | | |
|-------------|---|
| 2019 - 2020 | HighWay Auto - Khalde
(Junior Accountant) |
| 2018 - 2019 | HighWay Auto - Khalde
(Administrative Assistant) |

Education

- | | |
|---------------|---|
| 2018- 2020 | Masters of Business Administration,
Accounting and Finance
Beirut Arab University (BAU) |
| 2015- 2018 | Bachelor Degree in Business
Administration,
Banking and Finance
Beirut Arab University (BAU) |
| Class of 2015 | Third Secondary Class Diploma in Life
Science
The International School of Choueifat
(SABIS) |

Computer Skills

- ✓ ICDL Certificate holder (International Computer Driving Licence)

Skills

Skill group

- Knowledge of electronic banking systems.
- Organised and able to deal with multiple workloads at the same time.
- Ability to deal with large quantities of financial data.

Internship

Bank Med (June – July 2017)
Blom Bank (July – August 2017)

Contact

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References

- ✓ References available upon request