

**Personal information**

First name(s) / Surname(s) **NAKHOUL Cynthia**  
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 E-mail cynthianakhoul@live.com  
 Nationality Lebanese  
 Date of birth 21 May 1995  
 Gender Female

**Training**

**Dates From June 2019 to November 2019**

Name of the organization Fresh and Easy sarl, Bee mart. Jbeil

- Working with suppliers in order to create their new items, pricing them referring to the invoice and putting them on shelf in order to sell them.
- Checking the price in order not to sell the items on an under cost rate.
- Collecting and entering all the invoices before the due date of the payment for the supplier.

**Dates From February 2019 to April 2019**

Name of the organization Daccache Green Line sarl, Okaibe

- Taking orders from customers.
- Collecting and entering data.
- Working on inventory day to day.

**Dates From September 2018 to October 2018**

Name and type of organization Ministry of health, Jbeil / Unicef

- Working with the Syrian refugees
- Raising awareness about the importance of vaccination

**Dates From June 2017 to July 2017**

Name and type of organization Bank Audi, Jbeil

- Received a certificate of achievement
- Worked as a teller
- Helped people in doing their transactions

**Dates From Jan 2016 to May 2016**

Name and type of organization Fondation Albert Nassar

- Hosted groups of homeless children
- Cooked for old people and entertained them.

## Education

<b>Dates</b>	<b>From Sep 2014 to June 2018</b>
Title of qualification awarded	Banking and Finance diploma (BS)
Name and type of organization providing education and training	<i>Lebanese American University of Jbeil, Lebanon</i>
<b>Dates</b>	<b>2012 - 2013</b>
Title of qualification awarded	Lebanese Baccalaureate, Scientific section SV
Name and type of organization providing education and training	College des Soeurs du Rosaire Jbeil, Lebanon
<b>Personal skills and competences</b>	
Mother tongue(s)	<b>Arabic</b>
Other language(s)	<b>English &amp; French</b>
Social skills and competences	<ul style="list-style-type: none"><li>- Team work</li><li>- Responsibility</li><li>- Communication</li><li>- Trustworthiness and ethics</li></ul>
Computer skills and competences	<ul style="list-style-type: none"><li>- Microsoft Word, Excel, PowerPoint</li><li>- Wizard</li></ul>
<b>Additional information</b>	References available upon request