

Elie Rahme
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To work in a challenging and dynamic environment and to add value to the organization, which I represent and serve, and also to myself, while concurrently upgrading attitude, skills and experience. My experiences have enabled me to develop and strengthen the following skills:

- Company Loyalty: Dedicated to upholding company policy, rules and regulations.
- Attitude: Maintain a professional and positive demeanor in the workplace.
- Passion: Motivated to advance my skills, seeking additional training and opportunities for growth.
- Team Player: Focused on team building to strengthen and develop one another and our company.
- Customer Service: Take pride in assuring customer satisfaction, resolving issues effectively and professionally.

Employment History

Maison Alfred Mehchi, Tissus pour Haute Couture.

04/2012 – 12/2019 Assistant Manager/ Accountant

- Data Entry (Invoices, accounting transactions, Purchases)
- Consultancy (management of the latest designs' fabrics with Lebanese International fashion designers)
- Designing (choosing designs and fabrics for display and production)

Boutique Lily Gardens

05/2016 – 12/2019 Accountant

- Data Entry

Time Distribution co SARL

12/2010 – 03/2012 Sales Representative

Maison Alfred Mehchi, Tissus pour Haute Couture.

04/2008 – 10/2010 Accountant/ Sales Representative

Education:

2005 3rd year English Lit.

Lebanese University-Fac. Of human Sciences

Skills:

Microsoft office, and Outlook express

Languages:

Fluent in English, Arabic and French

References available upon request