

Fadi Allan Yassine

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EDUCATION & CERTIFICATION

<i>Feb 2021</i>	CFA Level I Candidate – CFA Institute
<i>Sept 2016 – June 2019</i>	Saint Joseph University – Beirut, Lebanon Bachelor of Business Administration (BBA)
<i>May 2020 – Present</i>	Bonds & Stocks Course Certificate – University of Michigan Bonds & Stocks Valuation, Prices & Market Data
<i>July 2019 – Present</i>	English Proficiency Assessment – Saint Louis University Good ability in writing to state a clear main idea, to organize and develop supporting points logically and coherently and to use accurate, appropriate vocabulary and grammar.

EXPERIENCE

<i>July 2018 – Sept 2018</i>	Middle East Airlines – Air Liban <i>Internship (Finance, Accounting, Commercial and Operations)</i> <ul style="list-style-type: none">• Rotated in these departments, spent adequate time in each one of them and acquired a thorough understanding of the different functions in each division.• Supported the team leaders with tracking completion of certain activities.• Assisted with the accounting for, and reporting of, revenue and costs vs. target on a daily, weekly & monthly basis.
<i>July 2017 – Sept 2017</i>	Solidere S.A.L <i>Internship (Finance and Accounting)</i> <ul style="list-style-type: none">• Verified and processed all accounts payable documents.• Participated in daily accounting transactions such as invoices, accounts receivables, etc.• Monitored payments, expenditures and budget process.• Processed credit notes.• Overviewed cost accounting.• Billed private and common charges.• Oversaw the working in Corporate Finance and Treasury.

ACTIVITIES & VOLUNTEER WORK

<i>May 2019 – Present</i>	Founder of Feed the Need
<i>Apr 2006 – Present</i>	Joined the Lebanese National Golf Team
<i>Sept 2015 – May 2016</i>	Elected as the President of the Class Committee

SKILLS & ABILITIES

<i>July 2015 – Present</i>	Microsoft Office (<i>Word, Excel and PowerPoint</i>)
<i>July 2017 – Sept 2017</i>	Oracle JD Edwards Entreprisone (<i>Database and operating System</i>)
<i>July 2015 – June 2016</i>	Visual Studio 2013 (<i>Windows Form Application, Console Application/Language: Visual Basic</i>)
	Red Hat Linux (<i>Foundation for an Operating System</i>)
	Windows Command Prompt (<i>Automation tasks via scripts and batch files</i>)

- **Languages:** Arabic (*Native Language*), French & English (*Fluent*)