

**Profile**

Date of Birth: 06/08/1992

Place of Birth: Rhit – Zahle

Nationality: Lebanese

Residence address: Zalka, Caza Metn, Lebanon

Contact

PHONE:

+96170045552

EMAIL:

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Hobbies

Traveling

Swimming

Reading economic news

Hiking

RITA SALIBA

CUSTOMER SERVICE/ CREDIT UNIT

EDUCATION

Université Saint Esprit-Kaslik

Dec. 2017

MBA- Banking operations & Management

ESA

Oct. 2017

Lebanese Financial Regulations

Université Lumière- Lyon II- France

Jun. 2014

Exchange program with USJ, Faculté de Gestion et sciences économiques. With Merit

Université Saint Joseph de Beyrouth

Jun. 2014

BA- Economics

Collège Saint Georges- Zalka

Jun. 2010

Official Lebanese Baccalaureate, Section SV (Science de la Vie)

WORK EXPERIENCE

BBAC Bank- Customer Service/ Credit unit

Apr. 2017–Present

Providing information and assistance to customers, handling client problems, answering their general inquiries and complaints, Opening accounts. Commercial Loans, Retail Loan (Housing Loans, Personal Loans, Credit Cards ...), Insurance Products of BBAC-CAPITAL and ALLIANZ-SNA, Regulating and inspecting all Files (debit and credit) before Audit and Branch Management and Compliance.

BBAC Bank- Customer Service Operations (Teller)

Nov. 2014–Apr. 2017

Cashing checks, Accepting deposits and loan payments, Processing withdrawals, Issuing Banker checks, preparing remittance orders, Providing information and assistance to customers, handling client problems, answering their general inquiries and complaints.

Central Bank of Lebanon- Trainee

Aug. 2012

Internship covering all departments

BLC Bank- Trainee

Jul. 2011

Internship covering all branch departments

SKILLS

