

LARA MARDINI

SENIOR CUSTOMER OPERATION SERVICES

Profile

Senior Customer Operation Services with 3+ years at Banque Libano-Française with a passion for numbers and desire for accuracy, excellent analytical skills and important ability to work and perform well in a team.

Lebanese University graduate with strong attention to detail and determination to perform great work.

Experience

SENIOR CUSTOMER OPERATION SERVICES

Banque Libano-Française, Rabieh | August 2018 - Present

Provided high-level customer service through friendly approach, strong professionalism and timely assistance with customer transactions.

ACCOUNTANT

Marina Groupe, Sahel Alma, Mount Lebanon, Lebanon | February 2018 - July 2018

Responsible of all of the company daily accounts entries and monthly reports.

INTERNSHIP

Bank of Beirut, Ballouneh, Mount Lebanon, Lebanon | August 2017 - September 2017

Internship for two months, Communicated effectively with management and instructors and openly accepted critiques and suggestions for areas of improvement.

INTERNSHIP

SGBL Bank, Ajaltoun, Mount Lebanon, Lebanon | August 2016 - August 2016

Internship for one month, learned basic daily transactions and all the fundamentals of banking transactions.

HOSTESS,

Global Events Agency, Feytroun, Mount Lebanon, Lebanon | June 2013 - September 2016

Receives and entertains guests, manages and directs, handle problems directly.

Education

AUDIT

USEK University, Kaslik, Mount Lebanon, Lebanon | 2021 - Present

Master of Business Administration-Accounting in Auditing (MBA)

Personal information

Name

LARA MARDINI

Birthdate

18-02-1997

Gender

Female

Residence

Achkout, Mount Lebanon, Lebanon

Nationality

Lebanese

Skills

languages

Arabic

English

French



Skill group

HTML

ALGORITHMS

MICROSOFT OFFICE



Interests



Guitarist

Classic guitars



Dance

Latin Dance



Hiking and Extreme Sports

Sports activities

Contact

🏠 Achkout, Mount Lebanon, Lebanon

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in <https://www.linkedin.com/in/laramardini-1979b91b9>

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AUDIT

Lebanese University, Achrafieh, Beirut, Lebanon | 2014 - 2016

Bachelor of Business Administration-Accounting in
Auditing (BA)

BACCALAUREATE PART II

Lycee Ajaltoun, Ajaltoun, Mount Lebanon, Lebanon | 2013 - 2014

Academic School in General Science (GS)

BACCALAUREATE PART I

Ecole Saint Rock, Qlaiaat, Mount Lebanon, Lebanon | 2000 - 2013

Academic school in Science