

Mohamad Bouaoun

Financial Engineer | +961 76 067307 | mhamad.bouaoun@gmail.com | English, Arabic, French

Self-managed motivated Banking and Finance graduate, adaptable, hard worker, a teamwork member and a quick learner. Extensive experience in many companies as Presentail, Ram IT Services and Yasser Charaf El Dine Office.

Skills:

- Manage financial action for more than 100 Lebanese company.
- Used many types of system such as Tookan app, Fleet Runnr, Hermes.
- Leading and organizing a team of 15 agents.
- Ability to communicate and Financial Reports.
- Microsoft office (Excel, Word, Google sheets...)
- Processing orders, forms, applications and requests.
- Ability to multitask and stay organized.

Competencies

Corporate Reporting
Organizing
Leadership & Management

Teamwork
Financial Management
Strategy & Innovation

Working Under-pressure
High attention to detail
Multitask ability

Certificates:

- Agent of the Month 2019 (RamTService company)
- DELFI B2 – France Embassy.
- Blom Invest attendance – Investing Expert
- FXCM Trade market expert – CNAM University

Experience

Operation Team **Presentail Company – Parcels** **Nov 2020 – Sep 2021**

Leader

Presentail – Parcels is a Lebanese Company and Platform that ensure all around Lebanon Delivery.

- Responsibilities:
- Lead, Mentor and manage a team of 15 operators.
 - Operation for more than 100 Lebanese company.
 - Record financial data and create a budgeting plan.
 - Inventory management and control.
 - Preparation of duties and schedules.
 - Manage all operation for deliveries all around Lebanon.
 - Daily reports for manager and follow up with GM.
 - Monitor daily incomes and outcomes.

Operation **Ram IT Service – Sin el Fil** **Feb 2018 – Nov 2020**

Consultant

Ram IT Service is a specialist in outsourced solutions. From telemarketing, to call center services and contact center services, Ram IT Services take care of all business needed.

- Responsibilities:
- Customer Service operation.
 - Daily records and payroll sheets for Lebanese Restaurants.
 - Create Tasks for all Lebanese Restaurants.
 - Handle and Solve customer's complaints.

Stage – Yasser Charaf **Financial And Accounting Office – Badaro** **Feb 2019 – Sep 2019**
El Dine Office.

Yasser Charaf El Dine Office is a Lebanese official office to operate and generate records many companies and to maintain actions with Lebanese Banks.

- Responsibilities:
- Preparing daily reports for many companies.
 - Execute financial transactions
 - Invoice/Payroll

Education:

Banking and Finance – Bachelor degree
Financial Engineering – Masters degree 1

Antonine University
CNAM University

2015 – 2018
2020 – 2021