

KARIM ABOU CHAKRA

| Business Development Enthusiast
| Banking and Finance Graduate

🏠 Beirut, Lebanon

✉ karim.abouchakra@outlook.com

☎ +961 (71) 357435

🌐 [www.linkedin.com/in/ \(Next Step\)](https://www.linkedin.com/in/Next Step)

OVERVIEW

Proactive Business Development Enthusiast, as well as Banking and Finance Graduate from the Lebanese American University (LAU). Adept in numeracy with a good knowledge in using Microsoft Office particularly Excel. Keen to pursue my studies or earn experience in respectable business, starting by handling a junior position in a work environment that is based on continuous improvement, career advancement, and fairness.

KEY ACHIEVEMENT

(2014) Selected to represent a specific country at the Genoa Global Model United Nations (GEMNUN), where we exchanged information about the country's history and traditions.

WORK EXPERIENCE

BBAC BANK 08/2019 – 09/2019
Teller Intern Beirut, Lebanon

- Observed tellers as they processed transactions such as deposits, cash withdrawals, and refunds, settled complaints or accounts differences, handled queries and advised clients about banking products and services
- Learned how to keep track of, document, and save information regarding transactions, bank supplies, and clients, as well as the different types of loans available, including car, personal, and business loans
- Watched tellers maintaining and balancing cash drawers, checked for discrepancies, and wrapped cash for deposit in drawers or the bank vault
- Assisted in handling the filing of documents by storing them and other paperwork

NATIONAL BANK OF KUWAIT (NBK) 07/2019 – 08/2019
Summer Internship Program Participant Kuwait, Kuwait

- Got oriented about NBK's history and presence, as well their products and services, including the different credit and debit cards and other payment methods
- Observed their effective customer service operation and the bank's policies and procedures

BBAC BANK 06/2019 – 07/2019
Teller Intern Beirut, Lebanon

SOCIAL ENGAGEMENTS

CROSS TALK ORGANIZATION 09/2020 – 12/2020
Organization Development Volunteer Beirut, Lebanon

- Assisted the management team with organizational activities such as filing and categorizing documents, as well as designing and keeping digital records

ARGANA SUMMER CAMP
Camp and Activities Organizer

06/2013 – 07/2013
Al Bida'a, Kuwait

- Oversaw regular events and plans at camps, as well as supervised camp students and overall camp safety, policy delivery, and administrative activities and coordinated the entertainment and activity schedules, including sporting events, performances, and games

EDUCATION Lebanese American University (LAU) 2021
Bachelor's degree, Banking and Finance Lebanon

Kuwait English School 2017
International General Certificate of Secondary Education (IGCSE) and Advanced (AS) Degree Kuwait

INTERESTS Frequently interested in, and always up to date on, economic news, market, and business developments, particularly the stock market and strategic business planning of leading international companies.

SKILLS Social intelligence, interpersonal communication, customer service management, building relationships, active listening, time management, numeracy, analytical skills, problem-solving, Microsoft Office.

LANGUAGES Arabic (*Native Language*), English (*Professional Working Proficiency*)