

NOUR KANAAN

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EXPERIENCE

December 2020 - January 2021

ASSISTANT, FATHI ISMAIL AUDITING & CNSS ACCOUNTING INTERNSHIP

- Assisted with research, filing, data entry, and recording financial records.
- Learned how to work as a part of an Accounting team to compile and analyze data.
- Worked with bookkeeping software and taking on additional tasks.

September 2019 - July 2021

ASSISTANT, LEBANESE AMERICAN UNIVERSITY

- Scanned documents and receipts.
- Delivering letters for the instructors.
- Providing help for the instructors upon request.

EDUCATION

SEPTEMBER 2018 - JULY 2021

BACHELOR OF SCIENCE IN BUSINESS STUDIES WITH EMPHASIS IN ACCOUNTING, LEBANESE AMERICAN UNIVERSITY

CGPA: 3.78/4.00

SEPTEMBER 2003 - MAY 2018

BACHELORETTE IN LIFE SCIENCES, SAINT JOSEPH DE L'APPARITION

SKILLS

- Computer Skills: Microsoft Office (Word, Excel, and PowerPoint)
- Languages: Arabic, English, and French
- Communication Skills (as acquired in the communication course at LAU)

ACTIVITIES

- Crosstalk

Social media

January 2021 - May 2021

Providing help for the NGO by uploading things on its social media accounts.

- Caritas

November 2017- March 2018

Distributing food and clothes for children and helping them in the decorations for the Christmas party.

- Member of the Accounting club at LAU Fall 2019 - Spring 2020.
- Participant at the workshop of Bank Audi November 2017.
- Participant at the Fashion workshop at LAU Fall 2019.

HOBBIES

- Reading
- Writing
- Research
- Travelling
- Dancing