

Wassim Al Bitar

Saida, Lebanon

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OBJECTIVE:

A hard working person seeking a job/internship in a reputable company to enrich my knowledge and skills in Finance and Management

EDUCATION

Lebanese American University, Beirut, Lebanon

Spring 2022

BS in Business

Concentration: Banking and Finance and Business Management

Cumulative GPA: 3.63

National Evangelical Institute for Girls and Boys, Saida, Lebanon

2015-2019

Lebanese Baccalaureate

Internship:

Ahlouna Organization

April 2022 – May 2022

Adminstration Internship

- Assisted the HR manager in checking and calculating the overtime of employees to know the amount to be paid
- Customized the application form
- Data Entry
- Filing

EXTRACURRICULAR ACTIVITIES & VOLUNTEER WORK

Rotaract Club of Saida	2022
LAU Consulting Club	2022
TAWASAL NGO	2021
Ahlouna Organization -volunteer	2020-2021
Participated in renovating an old library in Saida	2017

SKILLS

Computer skills: Microsoft Word, Excel, PowerPoint

Soft Skills: Leadership skills, Teamwork, Work under pressure, Interpersonal skills

Technical Skills: Quantitative Analysis, Problem-Solving

LANGAUGES

Fluent in English and Arabic (writing, reading, and speaking)

AWARDS & CERTIFICATIONS

Certificates of Participation: RedSeer Student Case Competition	2022
Bridges of Opportunities (BOO)	2021
Finance Accelerator Simulation Program	2021
Fundamentals of Digital Marketing (Google)	2019