

CONTACT ME AT

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LANGUAGES

ARABIC | NATIVE

ENGLISH | SPEAKING & WRITING

IMAN EL-MASRI

JUNIOR ACCOUNTANT

EXPERIENCE

Accounting Department

<u>Diana for Industry & Trade | June 2020 - June 2021</u>

My duties were posting journal entries, updating financial statements & assisting in paying monthly payroll.

Member at Awaited Millennials

Awaited Millennials - Training & Coaching | 2020 - Present As a member in this community I attend weekly public speaking & coaching sessions besides for taking the lead in preparing a training , planning & implementing initiatives for youth

EDUCATION

Senior Year - Faculty of Business (Accounting)

Beirut Arab University | 2019 - Present

CERTIFICATION

IC3 - Digital Literacy Certification

Beirut Arab University | 2020

SKILLS

- •••• Communication
- •••• Microsoft Office
- ••• Teamwork
- • • Organization
- ••• Problem Solving
- • Leadership
- ••• Team Work