

CHARBEL DARWICH

charbel.darwich7@hotmail.com • linkedin.com/in/charbel-darwich-02b342213 • (961) 76 707 674

SUMMARY

Hardworking College Student seeking employment. Excellent time management skills combined with a superior knowledge of the Audit and Business industry. Can adept in general accounting transactions and statements.

EMPLOYMENT HISTORY

Country Lodge, Bsalim, Lebanon

July 2021 - September 2021

Monitor, Full Time

- Organized activities for teenagers.
- Arranged workshops and activities to entertain the group.
- Gained responsibility by watching over a group of 20+ teenagers.

EDUCATION

- COLLEGE DES SOEURS DES SAINTS COEURS (SSCC), Bauchrieh, Lebanon
General Secondary Certificate in Sociology and Economics (ES)

2004-2019

- Holy Spirit University of Kaslik, Lebanon
Pursuing a degree in Business Administration - Audit

2019-Present

VOLUNTEERING WORK

LCD – LEARNING CENTER FOR THE DEAF, Baabda, Lebanon

March-May 2017

Administrative Assistant

- Completion of 30 public service sessions - Help in administrative and organizational work within the center's office.

BOYS SCOOT – CHAMPVILLE, Dik el Mehdi, Lebanon

- Performed over 3 years of service to the community.
- Learned to work as a team and to rely on each other
- Tasks that I was involved in:
 - Cleaning the shore of the Jounieh sea
 - Town beautification projects

SKILLS

- LINGUISTIC
Arabic (Native), French (Fluent), English (Fluent)
- TECHNICAL
Communication, Fast Learner, Microsoft Office, Time Management, Leadership, Teamwork