

Jana Nassar

Profile

The knowledge received through my economics major and the experience gained during my internship provide me the necessary skills to complete the job tasks required of me in a similar field. I am a fast learner and detail-oriented with the ability to multitask effectively.

Personal Information

Dik El Mehdi, Metn, Lebanon.

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Date of Birth

November 04, 1998.

Professional Skills

Discipline

Teamwork

Leadership

Organization

Computer Skills

Communication

Time Management

Languages

Arabic

Native

French

Advanced

English

High Intermediate

Experience

Internship - Société Générale de Banque au Liban, Beirut, Lebanon.

July 2018 - August 2018

- Creation and maintenance of the bank accounts.
- Knowledge in the banking system and the banking operations.
- Follow up with the clients regarding their daily banking transactions.

Education

Bachelor of Science in Economics - Saint Joseph University of Beirut, Lebanon.

2016 - 2019

Course Highlights: Macroeconomics, Microeconomics, Accounting, Financial Analysis, Mathematics, Statistics, Corporate Finance.

Lebanese Baccalaureate - Zahrat El Ihsan School, Beirut, Lebanon.

2002 - 2016

Course Highlights: Economics, Sociology, Mathematics.

Certifications

Certification in Financial Accounting - IESE Business School, Coursera.

February 2022 - March 2022

- Online Courses about The Principles of Financial Accounting.
- Course Highlights: The Balance Sheet, The Income Statement, The Statement of Cash Flows, The Accrual Accounting.

Certification in Digital Marketing - Google Digital Workshop.

August 2021 - October 2021

- Online Courses about The Fundamentals of Digital Marketing.
- Course Highlights: Websites, Local Business Listings, Review Sites, Social Media, Applications, Search Engine Optimization, Search Engine Marketing.