

Yasser Diab

Experienced in accounting and management roles, seeking to gain more experience in all Business roles.

Beirut Beirut yasserdiab3@gmail.com (+961) 70 038981



Personal details

Date of birth February 27th, 1997
Place of birth Beirut
Gender Male
Nationality Lebanese

Education

Aug 2015 - May 2019 **BS degree in Business Information Technology Management**
Lebanese American University, Beirut

Employment

Jan 2021 - Present **Field Officer**
Sheild Association, Tyre

- Formulating evaluative resources to guide your fieldwork.
- Inspecting delivery sites to ascertain the appropriateness of contemporary conditions.
- Conferring with project beneficiaries and support staff to evaluate uptake, pitfalls, and areas necessitating expansion.
- Collecting samples, where possible, for subsequent inspection.

Inputting data into suitable software and then arranging this to facilitate analysis.

- Extracting and reporting on data-driven conclusions for each salient undertaking.

Apr 2019 - Nov 2020 **Manager**
Plastimed S.A.R.L, Baghdad

- Entering daily data about the industry working progress.
- Responsible for every official document needed.

Aug 2015 - May 2019 **Staff Assistant (Registrar Office)**
Lebanese American University, Beirut

- Assisting staff and students.

Skills

Managment **Microsoft Office Applications (Excel, word, powerpoint)**

Time Management **Leadership**

English **Arabic**

Languages

Internships

Mar 2020 - Jan 2020 **Programmer**
Cedar, Beirut

- Basic Java programming language