

## Contact

### Phone

71/588174

### Email

mohamadtwil98@homtail.com

### Address

Lebanon, Beirut

## Education

2020

**Bachelor of Business in Banking & Finance.**

**Beirut Arab University**

## Language

English

Arabic

## Expertise

- Microsoft Office (Excel, Word, Powerpoint..)
- Research Skills
- Communication Skills
- Collaboration Skills
- Problem Solving
- Teamwork

# Mohamad Al Tawil

A dynamic professional with nearly 5 years of rich experience, spearheading business operation with key focus on top line profitability. An effective communicator with excellent relationship building & interpersonal skills; strong analytical, problem solving & organizational abilities; possess a flexible & detail-oriented attitude.

## Experience

○ 2021-2022

Arkana Energy SAL

### Accountant

Processed invoices and purchase orders in a finely manner;  
Processed balance sheets, income statements, and other financial statements;  
Generated P&L and other various financial statements and reports to detail the company's finances.  
Decreased late payments by establishing a filing and processing system

○ 2019-2021

H&H Fitness For Life

### Customer Service

Driving revenue streams and identifying opportunities to increase revenue streams through innovation and communication; cultivating strong relationships with clients.  
Identified solutions for customer needs, leading to higher rates of customer satisfaction.

○ 2018-2019

H&H Fitness For Life

### Sales

Ensuring customers' enquiries and orders are properly managed and processed in a timely manner.  
Interacted with approximately 100 customers daily, managed the full sales process from initial contact to demonstrations and sale.  
Resolved complaints promptly and professionally to avoid escalation of issues and strengthen store reputation.

## Reference

**Available Upon Request**