

Rayanne Farhat

Lebanese

Beirut- Lebanon

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Summary

Ambitious, self-motivated, team-worker, and a current master's student seeking a work opportunity to increase her practical knowledge and expertise in the accounting field.

Education

Bachelor in Accounting – Beirut Arab University 2017-2020

Master of Science in Accounting – Beirut Arab University September 2020 – till present

Experience

June 2019: Internship at Fransabank- Chtaura branch.

October 2020 – January 2021: internship at Zahwi for accounting and auditing.

January, 27th 2021: Workshop concerning the preparation of Financial Statements at BCA International.

March, 5th 2021: Workshop concerning the analysis of Financial Statements at BCA International.

May 2021- April 2022: Accounts Payable at Ecolife Properties Management SAL.

Skills

Languages:

- Arabic: Excellent (read, written, spoken)
- French: Excellent (read, written, spoken)
- English: Excellent(read, written, spoken)

Personal Skills:

- Accounting software: Dynamics 365, Paradox & Wizard
- Data entry
 - Chart of Account
- Booking of customers and vendors payments and invoices
- Bank and cash reconciliation
- Dedication
 - Self-motivation
- Hard working
 - Strong communication & presentation skills

Computer skills:

Certificate of participation and completeness of a 42- hour course in ICDL Ver.5.0 / international Computer Driving License organized by the center for continuing & professional education – BAU.

References available upon request.