

Younes Ghazawi

<https://lb.linkedin.com/in/younes-ghazawi-b2655a1b0>



Lebanese



Beirut, Lebanon



+ 961 70 83 48 54



ghazawi.younes@gmail.com



Education

Business with emphasis in Banking & Finance – Lebanese International University (LIU)

2017

Beirut, Lebanon

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High School Diploma – Lebanese Bac. (Life Sciences) – La Cite Culturelle

2020

Shoueifat, Lebanon



Work Experience

Accountant & Finance Administration.- **Delta Energy Group**

09/2020

Aramoun, Lebanon

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- Reconcile balances between clients' SOAs and internal financials.
- Prepare financial statements such as Statement of Financial Position, Income Statement, etc.
- Establish Trial Balances on a monthly basis.
- Make sure all journal entries were reflected properly with a description in the TB.
- Ensure cash collection procedures are being applied correctly and on a timely basis.

Present

Head Cashier & Call Center Rep. – **Grab 'n Go**

12/2017

Beirut, Lebanon

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- Manage Inventory and Stock Count efficiently by tracking SKU, Minimum Repurchase Point, Prices, etc.
- Journal entries using the system in the Store and make sure all receipts are matching.
- Perform cash count.
- Supervise employees' work in the store and ensure all tasks are being done on a timely basis.

11/2019

Youth Educator Program – **Beyond Learning (Loompaland Summer Camp)**

3/7/2017

- Work on developing entertaining programs for young children enrolled in the Summer Camp.
- Supervise the activities being done by colleagues and ensure safety of Campers.

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13/8/2017



Languages

Arabic – Fluent (Native)

English - Fluent

French - Basic



Certificates

Coaching for Customer Care

Program – **Wydner Coaching** –

Issued 02/2019



Computer Skills

P.O.S

MS Word

Omega

MS PowerPoint

Microsoft SQL Server

MS Excel



Hobbies

Lebanese Scout Association

Beirut 4 Group – Unit Leader (Cubs)

Leadership Skills, Team Building

01/2012 - present