

Salha Abou Saleh

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EDUCATION

Beirut Arab University Bachelor in Accounting	2021 - 2024
Lycée Pascal Barja Lebanese Bachelor in Economic	2019 - 2020

KEY COMPETENCIES

Microsoft Office Strategic planning Client relationships	Financial reporting Equal Software Business development	Team leadership Communication Team Work
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PROFESSIONAL EXPERIENCE

About Saleh Contracting Part-Time Accountant	Feb 2023 - Present
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- Preparing monthly financial statements and reports.
- Processing accounts payable and receivable, ensuring timely and accurate payment.
- Maintaining accurate records and organized documentation.
- Managing and analyzing multiple streams of data.

Banque du Liban Accountant	July 2023
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The internship at Bank de Liban focused on:

- Observing and learning about the daily operations of the bank
- Understanding employee roles and responsibilities
- Gaining insights into money handling procedures
- Acquiring skills for detecting counterfeit currency

LANGUAGES

- Arabic: native language.
- French: fluent.
- English: proficient.