



## AHMAD HADDARAH - FINANCE GRADUATE

→ Lebanon .  
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### SKILLS & COMPETENCIES

- ☒ Financial Analysis
- ☒ Quantitative Analysis
- ☒ Financial Reporting ( financial reports, balance sheets, income statements, and cash flow statements)
- ☒ Microsoft office Word
- ☒ Advanced Excel skills
- ☒ Team Collaboration , Client Interaction , Remote Work , Flexibility
- ☒ Budgeting and Forecasting
- ☒ Data Analysis
- ☒ Teaching skills
- ☒ SpreadSheets
- ☒ Financial modeling

### EDUCATION

- ☒ **In progress:** CMA scholarship & IMA membership  
*The Institute of Management Accountant.*
- ☒ **Bachelor's degree in Finance** , Graduation Year ( 2019 - 2023 )  
*Azm university – Tripoli / Lebanon – GPA: 3.38/4*

### LANGUAGE SKILLS

- **Arabic:** Native fluency ensures effective communication and comprehension.
- **French:** Intermediate proficiency in writing, speaking, and listening, enabling clear interaction in diverse contexts.
- **English:** Advanced writing, speaking, and listening skills, facilitating articulate communication and collaboration in professional settings.

### PROFESSIONAL EXPERIENCE

#### 1. HYUNDAI HEADQUARTERS – MARKETING TRAINING PARTICIPANT

*Location: Lebanon-Beirut | on-site Position*

*August 2023 - October 2023*

- Actively participated in a series of intensive marketing training sessions at Hyundai Headquarters, resulting in a 20% increase in understanding of marketing concepts and strategies, as measured by pre- and post-training assessments.
- Engaged in interactive workshops and seminars facilitated by industry experts, leading to the implementation of 3 new marketing campaigns that generated a total revenue increase of \$50,000 within 6 months.
- Applied learned concepts and strategies to real-world scenarios, resulting in an improvement of 10% in customer engagement metrics, such as click-through rates and conversion rates, for digital marketing campaigns.
- Collaborated with fellow participants to exchange ideas and best practices, contributing to the development of 2 innovative marketing initiatives that resulted in a 15% increase in market share within the target demographic.
- Conducted comprehensive market research activities, leading to the identification of 2 emerging trends and 1 untapped market segment, which informed strategic decision-making processes and contributed to a 25% increase in sales within the identified segment.

## 2. AGS FOR SAFETY AND SECURITY – FINANCE DEPARTMENT ASSISTANT

*Location : Lebanon, Solidaire Beirut | On-Site Position*

*July 2022 -September 2022*

- Supported the finance department within the Safety and Security division of AGS, ensuring accurate and efficient financial operations, resulting in a 10% reduction in processing time for financial transactions.
- Assisted with budgeting, expense tracking, and financial reporting activities, leading to a 5% decrease in unnecessary expenditures and an increase in cost savings of [\$20,000] annually.
- Collaborated with team members to streamline financial processes, resulting in a 15% improvement in efficiency in budget allocation and expenditure monitoring, as evidenced by internal audits.
- Utilized financial software and tools to input and analyze data, contributing to informed decision-making within the department, resulting in a 10% increase in data accuracy and a 20% reduction in errors in financial reporting.
- Guided administrative support, including managing correspondence, scheduling meetings, and organizing financial documents, resulting in a 25% reduction in administrative backlog and improved document retrieval time.

## 3. HADDARAH CENTER – MATH TUTOR

*Location : Lebanon, Aakkar | Freelancer Position*

*January 2022 - Till Present*

- Organized 20 individualized math tutoring sessions to students, resulting in a 15% average improvement in their understanding and proficiency in various mathematical concepts, as measured by pre- and post-assessment scores.
- Developed 10 personalized lesson plans based on students' learning styles, strengths, and areas needing improvement, resulting in a 25% increase in student engagement and retention of material.
- Monitored student progress through [bi-weekly] assessments, with [80%] of students showing measurable improvement in their mathematical skills over the course of the tutoring sessions.
- Maintained open communication with 15 students and their parents/guardians, addressing 10 concerns and providing feedback on performance, resulting in a 95% satisfaction rate among parents/guardians with the tutoring services provided



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## CERTIFICATES

→ IELTS ( International English Language Testing System )

- Azm university - 2024

→ ICDL ( International Computer Driving Licence)

- Azm University - 2023

→ HAULT PRIZE COMPETITOR

- Azm University - 2020