



## OMAR ITANI

Beirut, Lebanon

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## Objective

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Seeking a job in the economics field and secure a position that utilizes business and economic experience and enables to make a positive contribution to the organization

## Experience

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- **Makassed General Hospital** 13/3/2023  
Accountant-Billing Department
- **Bank Byblos** June 2019 - July 2019  
internship  
Opened commercial accounts (credit and debit) for different client tiers.  
Audited checks and approved financial transactions.  
Assisted the Consumer Banking and Business, Legal, and Back-office departments
- **Great Lebanon association** August 2020 - September 2021  
Junior accountant  
updating financial statements,  
paying monthly payroll, and preparing financial reports.  
Data entry
- **Twenty Four Seven Market** April 24/2019 - October 4/2020  
Store Manager And Cashier
- **Smushkies** May 12 /2021 - June 10/2021  
Cashier
- **El Maestro Weddings** December 2016 - in progress  
Weddings Coordinator

## Education

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- **American University of Science and Technology** in progress  
Master's  
**Marketing**
- **University Saint-Joseph,** 2022  
Bachelor  
**Business Administration and Management**

## Skills

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- Microsoft Office (Word, Excel, and PowerPoint)  
Fluent spoken and written: English, French, and Arabic
- Soft Skills: Communication, Leadership, Creativity, Team work, Adaptability, Critical Thinking

## Activities

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- Volunteer Work:  
Volunteering at Makassed school, Volunteering and Coach at Ibad Al Rahman