

Alaa Bawji

Junior Accountant

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POB/DOB: Saida in 8/5/2001

Profile

I am a reliable, responsible, hard-working person where I am looking to take bigger role and professionally handle more responsibilities

Education

- **Lebanese University (LU)**
Achrafieh, Lebanon
Master's in Business Administration specialized in Accounting
(Jan.2023-Present)
Professional M2(Ranked 1st on the French section)
M1(Ranked 1st on the French section)
- **Lebanese University (LU)**
Hadath, Lebanon
Bachelor's in business administration specialized in Accounting (Jul. 2022)
- **Rafic Hariri High School (RHHS)**
Saida, Lebanon
Lebanese Baccalaureate-Sociology and Economics (Ranked 1st on the French Section) (Jul. 2019)

Key Skills

Critical thinking
Credibility and integrity
Attention to detail

Communication
Problem-solving
Microsoft Word, Microsoft Excel,
Microsoft PowerPoint

Experience

- Rajab Hussein Company** (Jun. 2023-Present)
Junior Accountant
1. Documenting financial transactions
 2. Monitoring inventory
 3. Keeping account books
 4. Recording payments

Languages

Fluent in basic language (Arabic, English, French)

References

Available upon request