

## **Farah Saredidine**

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### **Professional Summary**

Motivated and detail-oriented finance professional with valuable experience in financial management, budgeting, accounts payable, and cost analysis. Proficient in using advanced accounting software such as R11, R12, Ocean, CIRA, and Oracle. Adept at improving financial processes and ensuring accuracy in reporting. Dedicated to continuous learning and excellence in financial operations.

### **Work Experience**

#### **Cost Controller, Accountant Payable**

CMA CGM GBSL | Finance and Accounting Department | October 2024 – Present

- Monitored and managed company costs, ensuring compliance with financial budgets.
- Processed and reviewed accounts payable transactions to ensure accuracy and timely payments.
- Conducted variance analysis and provided recommendations to improve financial efficiency.
- Collaborated with cross-functional teams to forecast budgets and optimize cost management strategies.
- Prepared detailed financial reports and reconciliations for management review.
- Utilized accounting software including R11, R12, Ocean, CIRA, and Oracle.

#### **Line Commercial Support Officer - Auditor**

CMA CGM - GBS Lebanon | 2023 – Present

- Managed and monitored contracts, ensuring compliance and accuracy.
- Reviewed and analyzed contractual agreements and terms.
- Collaborated with cross-functional teams for accurate proposal creation and amendments.
- Prepared reports on contract performance and revenue forecasting.
- Verified contracts are properly executed per legal requirements.
- Identified risks related to contract validity and compliance.
- Prepared detailed audit reports, outlining identified errors by the team.

#### **Finance and Economics Assistant**

Notre Dame University - Chouf Campus | 2021 – 2022

- Assisted in preparing course materials, ensuring accuracy and adherence to curriculum guidelines.
- Graded assignments, exams, and projects, providing constructive feedback to students.
- Facilitated classroom discussions and engaged students in interactive learning activities.

#### **Finance Officer**

Octopus Consultancy Pro. | 2020 – 2021

- Coordinated day-to-day financial operations, ensuring accuracy and timeliness.
- Maintained financial records in compliance with regulations and policies.
- Supported client proposals, including financial projections and pricing strategies.
- Developed financial models and conducted feasibility studies for new initiatives.
- Ensured tax compliance and assisted in tax returns and audits.

### **Education**

Notre Dame University (Louaize)

BA in Banking and Finance | Completed in 2022

### **Skills**

- **Financial Management**
- **Budgeting and Cost Analysis**