

Myriam Skaf



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Dekwaneh, Mount Lebanon

SKILLS

- Communication
- Problem Solving
- Leadership
- Time Management
- Decision Making
- Team Oriented
- Public Speaking

Languages

- Arabic (native language)
- English (Fluent)
- French (Fluent)

Highly motivated graduate student in finance with a strong foundation in business administration from the Lebanese University. Proficient in financial analysis and accounting, with a keen interest in applying analytical skills and a strong work ethic to contribute effectively in dynamic roles.

Education

Business administration

Lebanese University

2022 - 2025

Main courses

- Financial Analysis
- Macroeconomics
- Accounting

Experience

Accounting Intern

Port du Liban

July 2024 – August 2024

- Assisted in financial record-keeping and data entry.
- Processed invoices and reconciled accounts.
- Assisted in budget analysis and expenses tracking.

Accounting Intern

Aquagreen

August 2024 – September 2024

- Entered and processed invoices in Excel.
- Tracked payments and updated records.

Cashier

Hadwane dairy products

August 2021 – October 2021

- Greeted customers and addressed their concerns.
- Processed customers transactions efficiently.
- Tracked payments and updated records.

