

Houssein Mkalled

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Personal Statement

I'm a hardworking and trustworthy individual who enjoys working in a team as well as working alone. I'm an excellent communicator with colleagues and clients alike. I am self-motivated and always eager to learn new skills and gain the ability to teach others. I am a kind of an employee who can increase my value to a company to a point where I become indispensable and become an asset to the company.

Career Objective

Throughout my vocational experience I've always strived to improve upon the work done by my predecessors. I feel that if I improve the efficiency of operation of my job role that learning new skills and in turn improving myself will automatically follow. This approach to work means that I remain focused on my tasks and it also means that I can put myself in a position to be promoted within a company to more senior roles. I'm eager to work in a professional workplace that offers a positive atmosphere which would give me the sense of professionalism, motivation and dedication to the people and company I work with.

Work Experience

2020- 2022 : Sales representative, prima, Ghazieh , Lebanon.

My work was:

Handled financial transactions by collecting recording data, and ensuring timely retrieval and reconciliation of funds for the company

Education

2018-2019: Baccalaureats libanais, Economy & sociology ; *Ghaziyeh official school* ;

Ghaziyeh , Lebanon.

2024-2025: *Data Analyst Masters Program* ; **Simplilearn** ; Lebanon.

2025: *Bachelor of computer and Information* ; **Lebanese International University** ; Saida , Lebanon.

Key Skills / Activities

- . Certificate in Data Analysis skills from Simplilearn.
- .Certificate in Tableau skills from Simplilearn.
- .Certificate in Business Analysis skills from Simplilearn.
- .Certificate in SQL skills from Simplilearn.
- .Strong work ethics – High level of integrity and moral standards
- .Communication skills – Excellent interpersonal, networking, presentation, persuasion, influencing, negotiation skills
- .Self-starters – Responsible and self-motivated with positive attitude and tolerance
- .Strong organizational and time management skills
- .Strategical and analytical thinking

Languages

- . Arabic , mother tongue (writing, reading and speaking)
- . English, fluent (writing, reading and speaking)

References

Available upon request