

PAUL MAKARY

Finance & Accounting Undergraduate | Dubai, UAE

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PROFESSIONAL SUMMARY

Motivated finance undergraduate with a solid foundation in accounting, financial reporting, and Microsoft Excel. Skilled in bookkeeping, balance sheet preparation, and data analysis. Experienced across fitness, media, and hospitality sectors, combining analytical, organizational, and communication skills. Strong leadership from managing clients and teams. Eager to contribute to roles in finance, management, and business operations.

EDUCATION

- Lebanese University — B.A. in Business Administration, Concentration: Finance and Financial Institutions (2024–Present)
- Practical Accounting Certification — saad&co (Expected 2025)
- Stepahead Sports School — Diploma in Personal Training, Nutrition & Post Rehabilitation (2019–2021)
- Certified International Les Mills RPM Instructor
- Zgharta Official High School — High School Diploma in Life Science (2020)

KEY SKILLS

- Financial Reporting & Bookkeeping
- Accounting Entries & Bank Reconciliation
- Trial Balance Preparation
- Excel (Formulas, VLOOKUP, Pivot Tables)
- Financial Statement Analysis
- Budgeting & Forecasting
- Leadership & Team Coordination
- Client Relationship Management
- Fitness & Nutrition Program Design
- Communication & Problem Solving
- Digital Marketing & Social Media Analytics

PROFESSIONAL EXPERIENCE

- Senior Personal Trainer & Group Instructor — VEO Fitness by Emaar Hospitality Group LLC, Dubai (2024–2025)
 - Oversaw gym operations, data reporting, and performance tracking using Excel.
 - Led fitness programs, client assessments, and team mentorship initiatives.
 - Managed membership databases, monthly targets, and client satisfaction reports.
 - Coordinated with management on operational KPIs and new client onboarding.
- Social Media Content Creator — Bemorehealthy Meal Plan Co., Dubai (2022–2024)
 - Produced digital marketing campaigns increasing engagement and sales leads.
 - Monitored social media analytics, optimized content strategies, and brand performance.
 - Collaborated with marketing teams to align visuals and promotional content.
- Personal Trainer & Nutrition Coach — Freelance, Dubai (2021–2023)
 - Created customized fitness and nutrition programs tailored to client objectives.
 - Tracked client progress through Excel reports and performance dashboards.
 - Built long-term relationships, improving retention and satisfaction rates.
- Restaurant Attendant — Nova Restaurant and Bar, Dubai (2021–2022)
 - Delivered consistent service and maintained client relationship management.
 - Supported financial transactions and point-of-sale reporting.

CERTIFICATIONS & PROJECTS

- CFA Institute Research Challenge Participant (2025)
- Digital Marketing Course (Completed 2023)
- Lifestyle Blogging & Videography Projects (2022–Present)
- Excel Financial Modeling Practice — Personal Projects (2024)

INTERESTS

Finance & Investing, Business Management, Fitness & Wellness, Traveling, Painting, Swimming