

# Kevin Fawaz

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[www.linkedin.com/in/kevin-fawaz](https://www.linkedin.com/in/kevin-fawaz) | date of birth: 01/08/2004 |

Nationality: Lebanese.

## SUMMARY

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Hardworking and enthusiastic holder of a B.B.A in Finance. As a motivated individual, I bring a collaborative spirit, effective time management, adaptability, and a rapid learning pace to contribute positively within a team. Eager to apply these skills in a professional setting, learn and grow.

## EDUCATION

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- **Université Saint Esprit Kaslik-USEK**

Major in Finance - *Bachelor of Business Administration*

Cumulative GPA: 3.46/4

Relevant Coursework: Financial Analysis, Financial Reporting, Financial Accounting, Financial Management, Financial Markets, Banking, MIS (quant. techniques applied to business), Data Analytics.

Kaslik, LB

May 2025

- **Lycée Officiel**

Lebanese Baccalaureate-ES (economic sciences)

Graduated with honors.

Ajaltoun, LB

Sep 2021- Jul 2022

## WORK EXPERIENCE

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- **Facilitate Intl- Junior Accountant, Accounts Receivables (AR)**

Zouk Mosbeh, LB

Jun 2025- Present

- Prepare and issue a high volume of invoices for completed work orders across multiple departments, ensuring accuracy and timely delivery.
- Post and manage sales transactions in QuickBooks under supervision, maintaining compliance with accounting standards.
- Upload and update invoices on various client portals, meeting specific customer requirements and deadlines.
- Operate CRM systems for multiple affiliated entities to track and process invoicing activities.
- Export and filter daily work orders in Excel from the systems, identifying completed and ready-to-invoice tasks for accurate billing.

- **Malia Group-Finance Bootcamp**

Beirut, LB

Jul 2024-Aug 2024

- Acquired foundational knowledge across procurement, credit, accounting, audit, and finance, understanding their operations and objectives.
- Collaborated on a cross-functional project to evaluate and select the optimal product for development, using criteria derived from all departments and financial statement analysis.
- Delivered a public presentation of the final decision to a large audience, highlighting strategic decision-making, analytical skills, and effective communication.

## CERTIFICATIONS and EXTRACURRICULARS

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- **Cesim Global Challenge-International**

Mar 2025

Acted as CEO. Led a cross-functional team in a business strategy simulation, making financial, operational, and strategic decisions to optimize profitability and market share; presented results and strategic insights to a jury.

- **Model United Nations – Level Up Leadership Program (LULP)-FNF Lebanon**

May 2025

Represented a developing country in committee sessions focused on youth entrepreneurship and global policy challenges. Enhanced leadership, negotiation, and public speaking skills through structured debates.

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| •Be Your Own Boss (BYOB) certificate, USEK.             | Mar 2023 |
| •Essentials in Investment Trading, tradeyom by akylles. | Jun 2023 |
| •DELF B2, Institut Français                             | Sep 2021 |
| • Digital Marketing, Digital Garage Google              | May 2021 |

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#### **LANGUAGES, TECHNOLOGY & OTHER**

- Languages: Fluent in English, French and Arabic.
- Technology: Microsoft Office, Python in google Colab.
- Interests: Tech,Fintech,Cinema.