

# AHMED EL HAMAWI

+96178836741 · Ahmedhamawi98@gmail.com · Beirut, Lebanon

Banking and Finance graduate with practical exposure to accounting and audit procedures. Detail oriented, analytical and motivated to contribute to a junior accounting team. Experienced in handling U.S. and Lebanon-based clients, ensuring precision and efficiency. Fluent in English with strong communication skills. Committed to continuous learning and leveraging technology for optimal results.

## STRENGTHS AND EXPERTISE

P&L Management	Financial Accuracy	Project Coordination
Audit Support	Negotiation Skills	Communication
Strategic Planning	Client Relationship Management	Operations Management

## PROFESSIONAL EXPERIENCE

### FIAC

July 2025 - October 2025

Audit & Accounting Intern

- Prepared journal entries for revenue, expenses, payroll.
- Verified accuracy of financial records and supported audit checks.
- Reviewed and verified client invoices, receipts and supporting documents.

### Facilitate Int.

August 2023 - October 2024

Project Coordinator

- Led multiple projects end-to-end, delivering on time, within scope, and exceeding expectations.
- Controlled budgets, mitigated risks, and identified cost-saving opportunities.
- Developed accurate proposals/quotes aligned with client needs.
- Optimized resource allocation (manpower, materials) for seamless execution.
- Handled invoicing and payment tracking to ensure smooth cash flow.
- Negotiated with vendors/clients, securing cost savings and favorable terms.

### NRJ Group

May 2017 - September 2020

Event Associate

- Assisted in organizing and managing large-scale events and client coordination

### Education

Bachelor of Banking and Finance | Beirut Arab University (BAU) | 2024

### Certifications

Internet and Computer Core Certificate (IC3) Digital Literacy Global Standard 5

### Key Skills

- Analytical & Data-Driven.
- EDM & CRM Tools.
- Fluency in English.
- Proficient in Microsoft Office Tools.
- Operational Excellence: Quality control, cost-saving strategies, risk mitigation.
- Project Leadership: End-to-end coordination, budgeting, timeline management.