

Peter Elias

Zahle, Lebanon | +76112799 | peter.elias@outlook.com | www.linkedin.com/in/peter-elias

Professional Summary

Highly motivated finance graduate with a strong foundation in financial accounting, analysis, and entrepreneurial management. Skilled in providing personalized finance tutoring and developing comprehensive business plans. Proficient in accounting systems, business analytics, and financial modeling. Recognized for developing innovative financial solutions and delivering exceptional results in dynamic and challenging environments. Fluent in English and Arabic, keen to leverage analytical expertise to support business growth and efficiency. Proven leadership in driving financial literacy and fostering collaborative team environments.

Education

Graduation: Lebanese American University, Fall 2024

Degrees Earned:

- Bachelor of Science in Banking and Finance
- Bachelor of Science in Family Business Entrepreneurship

Bachelor of Science

- Coursework: Financial Accounting, Microeconomics, Macroeconomics, Information Technology Management, Operations Management, Statistics, Investment Analysis, Intermediate Management, Communication Skills
- **Key Achievement:** Awarded "Best Business Plan" in the Family Business Entrepreneurship program for creating a sustainable and scalable financial model for small businesses.
- **Notable Distinction:** Selected as a keynote speaker at the LAU Entrepreneurship Forum to discuss innovative business strategies.

Work Experience

Manager

Medco | 01/2025 – 08/2025

- Oversaw financial operations including budgeting, forecasting, and reporting to ensure profitability and compliance.
- Developed financial strategies to optimize resource allocation and reduce costs.
- Collaborated with senior leadership to align financial planning with organizational goals.
- Implemented improved accounting procedures, increasing reporting accuracy and efficiency.

Financial assistant

Efendim Restaurant | 04/2022 – 08/2023

- Monitored the monthly financial performance, ensuring alignment with business objectives and budgets.
- Provided detailed financial reports and insights to support senior management in strategic decision-making.
- Researched and analyzed industry and market trends to inform strategic business planning.
- Played a key role in optimizing financial processes and improving operational efficiency.

Finance Tutor

Easy Game Tutoring LLC | 07/2021 – 03/2024

- Delivered personalized instruction to help students grasp financial theories and practical applications.
- Simplified complex financial concepts for students working on major finance projects.
- Guided students in managing real-world financial challenges faced by companies.

Accountant

Pharmacy Fakhoury | 06/2019 – 03/2022

- Processed accounts payable, receivables, and payroll to ensure smooth financial operations.
- Prepared and analyzed financial statements, including balance sheets, income, and cash flow statements.
- Conducted regular audits to verify the accuracy of medication inventory levels.
- Streamlined accounting workflows by introducing an automated system, increasing efficiency by 30%.

Projects

Dropshipping Business Plan

- Developed a detailed outline and market analysis for a dropshipping business.
- Conducted SWOT and competitor analyses to identify market opportunities.
- Prepared financial projections and statements, using survey data and market research insights.
- Created a comprehensive business plan informed by consumer preferences and spending habits.
- Presented the business plan at a university competition, receiving praise for its strategic and financial viability.
- Partnered with local entrepreneurs to implement the business model, demonstrating its success in real-world application.

Skills

- **Technical Tools:** Microsoft 365 (Excel, Word, OneDrive), Google Docs Editors (Docs, Slides, Forms)
- **Finance Skills:** Business Analytics, Accounting, Financial Statement Analysis
- **Soft Skills:** Communication, Problem-Solving, Attention to Detail, Leadership

Languages

- English: Fluent
- Arabic: Fluent
- French: Basic

Clubs & Activities

- Member, Alwan w Adyan Club (2018)
- Member, Discover Lebanon Club (2020)
- Member, Rotaract Club (Byblos Chapter, 2021)
- **Key Leadership Role:** Organized a financial literacy workshop through the Rotaract Club, educating over 50 participants on budgeting and investment strategies.
- **Special Recognition:** Awarded "Outstanding Member" by Rotaract for exceptional contributions to community initiatives.