

Hady Khreis

Beirut, Lebanon | hady.khreiss@gmail.com | +961 70 790 756 | Lebanese

Career Objective

A results-driven professional with a strong background in business and finance, looking for a new challenge to expand my career in a reputable company. Passionate about problem-solving, efficiency, and fostering positive business relationships.

Skills & Competences

- Customer-oriented and dedicated
- Strong organizational and problem-solving skills
- Ability to work under pressure and meet deadlines
- Experience in multicultural business environments
- Responsible, proactive, and detail-oriented

Education & Certifications

National Conservatory of Arts and Crafts – Paris
Bachelor's degree in Business and Economics (Finance) | 2005 – 2010

British Council, Beirut, Lebanon
BULATS (Business Language Testing Service) | 2011

Professional Experience

Independent Entrepreneur – Beirut, Lebanon

E-commerce Seller | 2023 – Present

Key Responsibilities:

- Sourcing, listing, and selling products on Facebook Marketplace.
- Providing excellent customer service and resolving inquiries efficiently.
- Implementing social media marketing techniques to increase sales.
- Managing inventory, pricing, and financial operations to maintain profitability.

Tametals Holding (Scrap Trading) – Beirut, Lebanon

Accounting Controller | 2020 – 2022

Key Responsibilities:

- Managed accounting and financial operations, including billing and cost accounting.
- Prepared monthly financial statements and ensured timely reporting.
- Maintained accuracy in cash flow, inventory, and revenue recognition.
- Assisted with audits and ensured compliance with financial regulations.

Virgin Megastores – Beirut, Lebanon

Warehouse Manager | 2020

Key Responsibilities:

- Oversaw warehouse operations, stock transfers, and supplier returns.
- Managed employee attendance and coordinated with HR and suppliers.

Stock Keeper | 2012 – 2020

Key Responsibilities:

- Received and inspected incoming products from suppliers.
- Handled data entry, invoice processing, and stock transfers.
- Processed product returns (RTV) and maintained inventory accuracy.

Bayanat Office (Accounting & Auditing) – Beirut, Lebanon

Accountant | 2011 – 2012

Key Responsibilities:

- Recorded sales and purchase transactions.
- Reconciled bank, supplier, and customer accounts.
- Prepared financial reports and assisted auditors with tax compliance.

Technical Skills

- Proficiency in accounting and financial management
- Advanced MS Excel skills (spreadsheets, formulas, and financial analysis)
- Experience with accounting software: IDS, Silicon, Elvis, ADS, Business Soft, Software Group

Languages

- Arabic: Native
- English: Good
- French: Good

Hobbies & Interests

Beatboxing | Ping-Pong | Football | Basketball | Swimming | Drawing | Chess | Graffiti

References

Ali Tahmaz – Owner of TaMetals Company

Ali@tahmaz.co | +961 78 909 080

Rania Hamadeh – HR Manager, Virgin Megastores Lebanon

rania.hamadeh@retail-me.com | +961 3 573 985

Hachem Salamah – Auditor & Accountant, Bayanat Office

hachem_salameh@hotmail.com | +961 70 021 519