

Adam ELDIKA

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Summary

I'm a BBA student at the American University of Beirut with a growing foundation in business, particularly in finance and banking. I have a strong interest in financial markets, investment strategies, and the role banks play in driving economic growth. I'm naturally inclined toward leadership and enjoy motivating others, organizing work efficiently, and ensuring that goals are met with precision and accountability.

Education

Sep 2024– Present

American University of Beirut

BBA

Experience

FOMA Home

Accounting Intern

July 2025 – Aug 2025

Assisted in managing daily accounting operations, including invoice processing, expense tracking, and financial record reconciliation. Supported the finance team in preparing reports and maintaining organized documentation for audits and internal reviews.

Skills & Knowledge

Technical Skills:

- Microsoft Office Suite (Excel, Word, PowerPoint)
- Strong proficiency in creating professional presentations and financial reports

Soft Skills:

- Teamwork and collaboration in fast-paced environments
- Strong problem-solving and analytical thinking abilities
- Effective written and verbal communication skills
- Time management and organizational skills

Languages:

- Arabic (Native)
- English (Fluent)
- French (Proficient)