



Carine Cremona

D.O.B: April 24th 1989

Contact Details

Beirut, Lebanon

M: +961 78 83 55 34

E: carinecremona@gmail.com

Key Skills

Interpersonal skills

Quick Learner

Creative problem solver

Languages

AR | EN | FR

IT Skills

MS Office | SWIFT

Temenos T24 | SPSS

Interests

Skiing | Photography

ABOUT ME

A results oriented and proactive MBA graduate with over 7 years' experience in the banking sector across multiple disciplines. Working in operations, customer service and analytics, having proven interpersonal, leadership and critical thinking skills, I am eager to achieve higher goals and pursue my career in a growing and promising organization where I can showcase further my creativity, passion and dedication.

EDUCATION

ESCP Europe

2015 – 2017

Master in Business Administration (DESM)

ECOLE SUPERIEURE DES AFFAIRES (ESA) - Beirut, Lebanon

2015 – 2017

Master in Business Administration (MBA)

NOTRE DAME UNIVERSITY (NDU) - Zouk Mosbeh, Lebanon

2007 - 2011

Bachelor degree in Business Administration- Banking and Finance

PROFESSIONAL EXPERIENCE

BANQUE LIBANO FRANCAISE S.A.L. – Beirut, Lebanon

June 2017 – Present

Management Training Program

- Branch Front Desk Rotation
- Trade Finance Department
- Judicial Department
- Back Office – Clearing Cheques Department
- Anti-Money Laundering – Compliance Department
- International and Correspondent Banking Department

BANQUE LIBANO-FRANCAISE S.A.L. - Beirut, Lebanon

February 2011 – May 2017

Senior Agent - Department of Payments and Transfers

- Coach of two Junior employees within the department
- Manage local and international correspondence SWIFT messages
- Authorize transfers and messages on SWIFT
- Preparation of monthly and yearly statistical reports
- Control and modification of BULK payments on IBANK and RTGS via BDL-Clear National Payment Systems
- Control and Settlement of charges related to incoming and outgoing transfers
- Follow-up on unpaid transfer charges
- Ledger accounts control
- Coordination with Compliance department to ensure banking policies and regulations are respected
- Communication with branches on incomplete and pending transfers

ADDITIONAL QUALIFICATIONS

Trainings

- "Leadership for Leaders -- E.W. Human Development" **February 2017**
- "View Difficult Customers as Potential Opportunities -- Formatech" **July 2017**
- "Effective Business Negotiations -- EnGarde Negotiation Training" **Oct 2017**
- "Leading with Emotional Intelligence -- MEIRC Training & Consulting" **Nov 2017**

Certificates

"Lebanese Financial Regulations" by Banque du Liban

Dec 2017

"Introduction to International Investments" by Chartered Institute for Securities and Investment (CISI, London)

Jun 2014

Extra-Curricular Activities

- Member of the Employees' Club at BLF
- Member of the BLF Training Academy
- Previous Girl Scouts Leader at Guide Du Liban Association
- Previous Member of Saint Paul Movement, Lebanon
- Previous Kids Entertainer at Event Box - Lebanon