



Beirut, Lebanon, 70-705128.
E-mail: IMAD.OWAYED93@GMAIL.COM
LinkedIn: IMAD OWAYED

IMAD OWAYED FINANCE

OBJECTIVE

A Finance Graduate, Lebanese University, seeking to find a job in a company in which I can develop my abilities and achieve capacity utilization to excel, and increase my knowledge to better serve my career path as well as my organization.

PROFESSIONAL EXPERIENCE& INTERNSHIPS

Professional Accounting Training Center

February 2020 - June 2020

Successfully Accomplished a 4 months data entry training using Sagio Software, where I mainly learned how to upload purchases, Payments, Operating expenses, Transactions, Stock Control, etc.

Call Center Agent at AL Abdallah restaurant night shift

July 2018 - December 2019

Take delivery orders from clients via telephone, Solve any miscommunication problem, Upselling by trying to sell clients additional items.

Retail trainee at BLOM Bank

September 2017 - February 2019

I was selected as the best trainee among my team for 7 consecutive months (a team of 15 covering all branches). My main responsibilities were:

- Do outbound calls to clients for retail products cross-selling mainly credit cards, debit cards, and bank insurance product.
- Approach the walk-in clients on branch level and try to satisfy their needs by cross-selling cards, and bank insurance products.
- Submit the successful referrals to the management, follow-up on all pending applications.

Team Leader at "Leil Nhar" Restaurant

March 2015 - September 2017

Got promoted twice (from Waiter to Head Waiter then to a Team Leader), my team consisted of 12 people. I was mainly responsible for monitoring the staff, payrolls, daily and monthly inventory check-ups, and submitting reports.

WORKSHOPS

- Consolidates financial statement at **Move Forward International**
- Financial statement analysis at **Move Forward International**

LANGUAGES

- Arabic: Native
- English: Fluent

SKILLS

Able to work under pressure, Attentive to details, Hard worker and committed, Transparent and trustworthy.
Computer skills: Microsoft Office: Word, Excel, and PowerPoint.