

# Jad Michel Fattal

Ras'el Nabee Beirut, Lebanon

Place & Date of Birth: Beirut Sed El Bouchrie - 02/Aug/1993

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Highly ambitious Banking and Finance University graduate with expertise in customer service, accounting and operations. Possess a wide range of abilities from providing excellent leadership towards the junior staff to having the ability to increase customer and employee satisfaction. Leverages strong oral and written communication abilities in order to collaborate with teams or individual projects to achieve challenging situations within a timely and efficient manner. Looking forward to a bright future in this field and willing to work towards building experience in order to achieve the set goal.

## Education

- High school diploma at Sagesse Jdeideh saint maroon 1997-2011
- University AUCE American University Of culture and Studies 2011- 2015 Business degree in banking and finance

## Work Experience

- May 2017- Present
  - Lotus shipping Agencies SAL (as agent for COSCO Shipping line): Documentation and counter.
- Aug 2016- May 2017
  - Seadragon shipping SAL (as agent for YANGMING Shipping Line): Documentation and operation in import and export.
- Aug 2015- Aug 2016
  - Arab shipping and Chartering Co (as agent for COSCO & CHL Shipping Line): Shipping operation management.
- Aug 2014 - June 2015
  - Galerie Chalene Jounieh branch and Jeita branch (ETS.ABI DAHER FOR TRADING): accounting, sales, floor manager and import Coordinator.
- Jul 2012 – Aug 2014
  - Idriss (Supercom trading): cashier and sales at house hold section.

## **Skills**

- Strong Problem Solving Skills
- Organizational and strategic planning skills
- Proven leadership skills and ability to motivate
- Ability to work independently or as part of a team
- Quick learner
- Banking and Finance
- Data Entry
- Mathematical fundamentals
- Time-Management
- Detail and Result Oriented
- Punctual
- Oral and Written Communication- English, French and Arabic
- Computer literate (MS Word, Excel, Powerpoint, omega system, website builder, Citrix, IRIS2, Najm, Kama/Electronic D/O etc)

## **References**

Mrs. Sakina Hamadeh: General Manager of Seadragon shipping SAL (as agent for YANGMING Shipping Line)

Mr. Mahmoud Farghali: General Manager of Arab shipping and Chartering Co (as agent for COSCO & CHL Shipping Line) Tel: +961 70275675

Mr. Elie Abi Daher: Owner of (ETS.ABI DAHER FOR TRADING) Tel: +961 3584747

*References and more information are available upon request*