

Rami Abboud

DOB: 29/09/1994

Beirut, Lebanon

+961-70-949230

abboudrami94@gmail.com

EDUCATION

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- Sep 2012 – Dec 2015** **American University of Beirut (AUB)**
Bachelor in Business Administration, Emphasis: Finance
Minor in Mathematics and Computer Science
- Sep 2009 – Jun 2012** **Lycée Franco-Libanais Verdun**
French Baccalaureate – Scientific section with concentration in Mathematics

EXPERIENCE

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- Oct 2017 – Present** **Capital Banking Solutions | Quality Assurance | Quality Assurance Officer**
– Study Product and service specifications
– Prepare testing plan to assure that the product/service meets client's requirements
– Perform the testing scenarios
– Collaborate with the developers' team to optimize product/service quality
- Sep 2016 – Oct 2017** **BLOM Bank | Retail Planning | Assistant Retail Planning Coordinator**
– Product development (Bring new products and services to market)
– Statistics and data analysis
– Quality assurance and control on new products and services (Testing)
– Project management
- July 2015 – Aug 2015** **Groupe Bel | Supply Chain Team | Intern**
– Assigned to a project related to wholesalers
– Data analysis
– Included recommendations
– Presented the project to management
- Sep 2013 – Dec 2015** **American University of Beirut | AUB Outlook | Arabic Proofreader and Staff Writer**
– Published weekly articles on a variety of topics
– Proofread all Arabic articles before publication
– Attended meetings on brainstorming and topic generation
- Sep 2013 – present** **Private Tutor**
– Prepared high school students for their mathematics French Baccalaureate exams
– Tutored university students in a number of courses
- Jun 2008 – Aug 2008** **Dar Bilal | Tool Room Technician**
– Carried out scheduled and non-scheduled tools overhaul
– Completed daily safety check of all tool room machinery

ACTIVITIES

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- Sep 2014 – present** **Lebanese National Higher Conservatory of Music**
– Received Oud training
- Feb 2013 – May 2013** **American University of Beirut | AUB Outdoors | Safety Team**
– Participated in Red Cross training in first aid procedures
– Coordinated with the Games committee to ensure proper safety procedures in facilities
□ Implemented safety plan through continuous monitoring of Outdoors area

SKILLS

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| COMPUTER | MS Office Suite |
| PROGRAMMING | JAVA Matlab C++ SQL VBA |
| LANGUAGES | Arabic – <i>native</i> English – <i>Fluent</i> French – <i>Fluent</i> |
| PERSONAL | Public speaking Research Teamwork |