Mazen OSTA

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| Objective |
|  | Seeking for a challenging and rewarding accounting position in a pleasant working environment that will allow me to contribute my skill set and experience and expand my knowledge base. |
| personal information |
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| Date and Place of Birth | : September 16, 1981, Lebanon |
| Nationality | : Lebanese |
| Gender | : Male |
| Civil Status | : Single |
| Languages | : Good in English  Good in Arabic  |

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| Professional experience |
|  | **2010- 2014 ( present) : Sultan pharmacy, Tripoli, Lebanon**Tasks:1. Accounting Entry
2. Receive command
3. Check**2010 (4 months):** **Sabco, Tripoli, Lebanon**

Tasks:**Stock keeper:** * **Receive,**
* **Deliver,**
* **Check.**

**1/4/2010 – 31/5/2010 : Udac , Tripoli, Lebanon**Tasks: Training 1. Accounting Entry
2. Data Entry
3. Check

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| computer skills |
|  | 1. Windows,Microsoft Office (Word, Excel, Access, PowerPoint), Internet
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| Strengths |
|  | 1. Ability to work under pressure and still meeting deadlines
2. Great ability to communicate clearly and concisely
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| Education |
|  | 2002 Technical Institute of Tripoli, LebanonAccounting and information technology1998 American school Tripoli, Lebanon(Brevet) |