Acile IBRAHIM

Address: Lebanon, Beirut, Ashrafieh

Date of birth: November 16th 1993, Nabatiyeh

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Nationality: Lebanese

**EDUCATION**

* **September 2014 - Present (In Process)**

Master 2 Professional in Business Administration and Management

Option: Entrepreneuriat et nouvelles technologies

* Université Saint Joseph, Faculté de Gestion et Management, Lebanon, Beirut, Monot Street
* **September 2013 – July 2014**

BA in Business Administration and Management

* Université Saint Joseph, Lebanon, Saida, Bramieh

**FORMER EDUCATION**

* **September 2010 –July 2013**

Official Lebanese Baccalaureate

* Collège Notre Dame des Sœurs Antonines, Lebanon, Nabatiyeh
* **September 2009 – June 2010**

Secondary school

* Collège Notre Dame des Sœurs Antonine, Lebanon, Nabatiyeh

**TRAINING AND EXPERIENCE**

* **June 2013 – September 2013:**
* Trainee at Societe Generale des Banques au Liban (SGBL)
* **June 2014 – September 2014:**
* Saida Country Club : Inventory Management
* **January 2015 – February 2015:**
* Saida Country Club : HR Assistant
* **June 2015 – September 2015 :**
* Saida Country Club : Administrative Assistant

**LANGUAGES**

* **French**
* Fluent, writing and verbal (language of study)
* **English**
* Fluent, writing and verbal
* **Arabic**
* Mother tongue

**PERSONAL SKILLS AND COMPETENCES**

* Swimming

 **IT: Data and texts treatment**

PowerPoint, Microsoft Word

* **Accounting system**

Omega

* **Spreadsheet**

Microsoft Excel, Microsoft Access

**REFERENCES:** Available upon request.