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| **Education** |  |
| 2011-2014 | * **Université Saint-Joseph**, Beirut - Lebanon
 |
|  | BS in Business Administration  |
|  | Highlighted Courses: Accounting, Finance, Marketing, Management, Economics. |
| 1996-2011 | * **College St François** Beirut - Lebanon
 |
|  | Lebanese Baccalaureate – Economics & Sociology |
|  |  |
| **Experience** |  |
| July 2012 – august 2014February 2015 –July 2015 | * **Lebanese Swiss Bank**

Trainee as a tellerProcessing financial transactions like withdrawals, bill payments and deposits.Providing customers with banking product information* **Bank Med**, Beirut – Lebanon

Employee as a tellerProcessing routine transactions like deposit, withdrawal, bill payments, loan payments, cross-selling, transfers. |
| September 2015 – Present | * **Zein Marble & Granite Trading,** Beirut – Lebanon

Employee as a Manager AssistantStock controlManaging client portfolios |
| **Languages** |  |
|  | **Arabic:** Native proficiency |
|  | **English:** Full professional proficiency**French:** Full Professional proficiency |
| **Skills**  |  |
|  | **Microsoft:** Excel, PowerPoint, Word, Access |
| **References** |  |
|  | Available Upon Request |