

Curriculum Vitae

Objective :

To pursue my professional career in a company where I can use both of my educational & professional skills

- **Profile :**

- Name : Claude Bou Sleiman
- Date of Birth :31/8/1977
- Nationality :Lebanese
- Marital Status :Single
- Gender : Female
- Telephone : 70-301751
- Address :Beirut, Lebanon

- **Educational Background:**

- LT (licence technique) Accounting Expert at Dekwaneh (IPNET)
- TS Accounting Expert at Dekwaneh Official Institute
- Official Lebanese Baccalaureate at Furn El Chebbak High School
- Certificate in Microsoft Word , Excel , and Internet Surfing at Byblos Institute

- **Formation :**

- Audit processing in Next Care Insurance
- Money forgery session in Credit Libanais Bank
- Knowledge in Pims & Wizard & CTServ Programs

- **Professional Experience :**

- 2017-2018 : Chief accountant & Financial Manager (different companies/commercial & contracting & medical)
- 2015-2017 : Senior Accountant at Khoury Companies
- 2013-2015 : Accountant & Insurance Department at Hayek Hospital
- 2010-2012 : All departments of administration & accounting at Lebanese Geitaoui Hospital
- 2002-2010 : Main Cashier at Metro Superstore