**Curriculum Vitae**

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| **Personal Information**  **Name :** Ibrahim Ahmad Ladikani  **D.O.B :** 25/10/1981, Beirut, Lebanon  **Marital Status :** Single  **Mobile Number :** +961 76 690 555  **Email :**ibrahimladkani2018@gmail.com  **Address :**Kaskas, Hamad Street, Itani Bldg., F1 |

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| **Education**  **High School :** Notre Dame De Musee  Beirut, Lebanon  Baccalaureate Of Socio – Economy  **University :** Beirut Arab University (BAU)  Graduation Year: 2005  **BA in Banking, Finance & Customs**  Beirut, Lebanon  **Higher Education :** General Diploma in Money & Business  Beirut Arab University (BAU)  Not Yet Finished |

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| **Work Experience**  **Brief general experience:**   * Handles general accounting * Shipping invoicing and declarations * Handles banks and suppliers accounts reconciliation * Financial reports such as budgets, vat preparation. * Handles stock inventory and update * Handles cost of shipping * Handles price list updates * Handles collection and aging reports * Handles employees files, legal issues and payroll * Handles insurance files and follow up * Handles archiving and stationery.   **December 2018- Present:** **Izzat Daouk & Sons SAL**  **Cosmetics, Perfumes & Electricals**  **Accounting & Collection Dept.**  **Holding all the accounting & collection issues from A to Z.**  **June 2018 – November 2018: Shipping Training:**   * Tajarim * 2ate3 Bon (C4) * 2ate3 Port * Chare7 * IRI * Opening File in operation system * Te3fich File * Bayan Mo2akat   **May 2016 – October 2018: LG Sealco (LG Worldwide)**  **Home Appliances**  **Accounting & Audit(AR/AP)**  Accounting such as AR all clients issues with aging, rebates &credit repots,AP, bank reconciliation, checks, cash, daily tasks. In addition to following orders, tracking shipments, PO’s, price lists and follow up suppliers, and monthly inventory and P&L, shipment clearances &costing, stock count and warehouse duties and monthly closing procedures**.**  **June 2014 – March 2016:Fastrack Logistics SAL**  **Shipping Company / Leb. & Nigeria**  **Accounting, Finance,Logistics**  **& Cost Controller**  Beirut, Lebanon  Responsible for all accounting duties from daily transactions till government declarations, in addition to salaries, attendance, annual leave, recruitment and all related duties. Plus Cost controller such as checking the costs and selling of each file (CT, SF, SC, LF, AF).  **Jan. 2012 – May 2014:Raneem SARL**  Wholesale & Retail Alcohol Distribution  **Accounting, HR, Stock& Warehousing**  Responsible for all accounting duties from daily transactions till government declarations, in addition to salaries, attendance, annual leave and all related duties, in addition to stock control every semester and all related stock duties.  **Jan. 2008 – Oct. 2011:Al Qaswaa Company**  Generating & Heavy Equipments  **Accounting & Payroll**  Dubai, Al Baraha, UAE  Design and supervise all data entry records into accounting system, stay always in connection with banks such as reconciliation, checks & L/C’s, keep in touch with customers and suppliers. Handle, require and receive DHL shipments, handle all HR tasks. |

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| **As A Trainee**  **Aug.2008 – Feb.2009 :BankMed**  **Customer Service & Call Center Agent**  Mazraa, Beirut  Telemarketing such as convincing the customer on phone about bank products & services and handle the services provided by the customer and all related telemarketing issues.  **Nov. 05 – Feb. 06 : Al Natour Company SAL**  **Meat & Food Stuffs Trade**  **Accountant**  Handle all daily transactions from receiving the invoice (AR), passing by the JV till the payment (PV).  **March 2003 ( 1 Month):BLOM Bank**  **Credit Investigation (ICD)**  Training  Preparing credit proposals and documentations, analysing risks, reviewing credit requests submitted by clients and all related loan issues. |

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| **Computer Skills**  **ICDL:** Int’l Computer Driving Licence  Windows, World, Excel, Access, Power Point & Internet. |

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| **Accounting Programs**  Dolphin, PIMS,EDM, ACI, Foxpro, Patch Three |