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Alain A. Al-Khoury

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| Personal Information | * Situation: Married * Nationality: Lebanese * Gender: Male * Date of Birth: Beirut, 11 January 1980 |
| Objective | Investing the incorporated skills of exercising and executing view and decision making ability to achieve concrete returns and expanding skills within a progressive organization, where expansion to new horizons the buzz world and which challenge it’s people, while enhancing learning and leadership abilities. |
| Experience professional | 2011 - ….. Electricité du Liban Mar Mikhael  Chairman Department Social & Medical Affairs Tel: 01 – 44 27 20…9  Duties and responsibilities:   * Handling the administrative issues * Completes audit work papers by documenting findings. * Preparation of insurance companies tenders * Auditing medical invoices. * Prepare and verify annual reports * Attend meetings with insurance companies. * Member of the receiving committee * Prepare payments and dues for companies, employees * Follow up with the insurance company issues * Preparation and submission of studies and reports for the board of directors   2008 - 2011 Chief Section  2014 - 2015 The Middle East Council of Churches (MECC) Hamra Accountant Tel: 01 – 35 39 38  2004- 2012 Medco – Caltex Unesco Station Manager Tel: 01 – 78 60 41  2003 - 2008 Mutual of Government’s Employees Karantina Accountant Tel: 01 – 44 62 42  1999 – 2000 Bureau Mady & Co Mansourieh Accountant Tel: 04 – 53 13 38 |
| Formation | 2002 – 2004 National Pedagogy Institute Dekwaneh License Technique L.T. (Accounting) - Lebanese Diploma  1999 – 2002 Institute of TourismDekwaneh Technique Superieur (Accounting) - Lebanese Diploma |
| Capabilities | Ms. Windows & Ms. Office ( Ms. Word, Ms. Excel … ) |
| Language | Arabic, French, English |
| Hobbies | Chess, Football, jogging …. |