

## Education

Bachelor of Business Administration in Financial Engineering from **Notre Dame University**, Lebanon 2014 – 2018

- Graduated Cum Laude (Distinction)
- Graduated with a GPA of 3.3/4.00
- Received Academic Recognition: Dean's Honor list for 6 semesters
- Relevant Courses: Financial Modeling, Financial Risk Management, Numerical Methods for Finance (incl. Integration and differential equations), Econometrics, Advanced Futures/Options/Derivative Models, Statistics, Mathematics for Business and Economics

## Experience

**Financial Assistant & Accountant:** Memac Ogilvy & Mather, Sin El Fil, Lebanon 2019

- Conduct daily financial and accounting activities
- Prepare financial statements
- Analyze statements and reports
- Consolidate reports and statements
- Report statements to holding company

**Internship:** Memac Ogilvy & Mather, Sin El Fil, Lebanon

- Financial reporting: Analyzed and disclosed financial results to management and external stakeholders
- Combined financial data from several subsidiaries within the organization and reported to the parent company WPP
- Managed invoicing
- Performed bank reconciliation
- Analyzed financial reports and ratios

**Hostess & Server:** Provincial, Kaslik, Lebanon 2012 - 2016

- Managed the cash register
- Ensured customers satisfaction
- Solved problems and inquires as part of customer service
- Managed increasing workloads and demand
- Managed up to 14-hour shifts
- Responded to demands under stressful working conditions

## Specialized Skills

- **Language Proficiency:** Fluent English, Spoken Arabic, Basic French and Spanish
- **High Energy:** Actively participate in sports and extra-curricular activities
- **Computer literacy:** Knowledge in Microsoft office, Visual Basic, Matlab, SPSS and EViews
- **Experience with diversity:** Worked with people of all ages and ethnicities
- **Critical thinking skills**

## Hobbies & Interests

Skiing, Travelling, Reading, Swimming, Hiking, Marathon Running