

Mélissa El Dib

Baabda

Born 07/11/1992

Tel : 70/429108

Email: Melissadib4@gmail.com

Education

2010-2014

Lebanese University-Faculty of Economics And Business-branch II
Bachelor degree in Accounting and Audit

2009-2010

École des sœurs de la charité de Besançon- Baabda- Beyrouth – Lebanon.
Lebanese Baccalaureate in Sociology and Economy (SE).

Professional Experience

December 2014-Present , Junior accountant at Technoshade

Suppliers accounts,clients accounts,invoicing, daily accounting operation

August 2013

Internship at Credit Libanais-Sin El Fil branch

Other Jobs Accomplished

August-September-October 2012 - Sales at Librairie Madi -Hazmieh

Worked in a busy team, and under pressure. Provided a quality service to clients.

Languages

Arabic, french, english

Computer Skills

Microsoft office (Word,PowerPoint,Excel)

Interests

Outdoor activities, camping and travelling