

Joelie Anid

CONTACT

Aoukar, facing the American
Embassy, secteur 13, rue 66,
impasse

E-mail: joelie-anid@hotmail.com
Phone: +96170191994

WORK EXPERIENCE

Saradar Bank

July 2016 — September 2016

Customer Service

I took this two-month internship that is required by my university for my bachelor's degree where I basically arranged paperwork, printed copies and filled documents for the clients.

QUALIFICATIONS

I am an ambitious graduate with excellent research, time management, and problem-solving skills. I also have very good writing and communicating abilities. I am dedicated and a strong team player. I am a quick learner and will fit in anywhere with ease. In addition, I have always wanted to do something that englobes my aptitudes in business, and I believe that this job is the perfect combination of both. I would be more than glad to work with you in order to develop my abilities and gain more experience in your reputable organization.

SKILLS

- Computer skills: Microsoft Office programs (Excel, Word, Powerpoint) / Internet use and great at research
- Language skills: fluent in French (reading, writing, speaking), fluent in English (reading, writing, speaking), fluent in Arabic (only speaking)

EDUCATION

September 2001 — June 2008

École Pasteur, Montreal-Canada

September 2008 — June 2013

Collège Maristes Champville, Dik El Mehdi-Lebanon

September 2013 — May 2014

Lycée De Ville, Adonis-Lebanon

Official French Baccalaureate (ES)

September 2014 — July 2018

Université Saint-Joseph, Beirut-Lebanon

Bachelor's degree in Business Administration

Faculty of Business and Management

INTERESTS

I am passionate about a lot of things like fashion, travelling, animals and cooking. Besides, I like to do research on information I don't know just for general knowledge. Finally, I am concern about global matters related to poverty, racism, abuse, and environmental and animal cruelty issues. I hope someday I can make a difference in the world.

REFERENCES

References available upon request.