

MARIO CHAAYA



Male



26/10/1997



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Lebanon-Beirut-Ain El Remmeneh

SKILLS

● Language

Arabic, English, French

● Computer

Word, Excel, Powerpoint, Quaya

● Professional Skills

Dynamism, team spirit, organization, responsibility, communication skills, flexibility and adaptability, work under pressure, time management

INTERESTS

Basketball, football, music, movies, hiking

OBJECTIVE

Seeking a challenging entry position in a respectful and reputable organization where my experience, education, knowledge can be utilized in an environment of quality and growth while making a significant contribution to the success of the company

EDUCATION

● Sagesse University (Lebanon-Furn El Shebbak)

Accounting and Audit

2019 - 2023

● Chafic Saeid School (Lebanon-Chiah)

Baccalaureate in economics

2018 - 2019

WORK EXPERIENCE

● Sacre-Coeur Hospital (Lebanon-Baabda)

Junior Accountant

September 2023 - Present

-Identifying and reporting any financial discrepancies or irregularities
-Posting journal entries, updating financial statements, maintaining accounts receivable and accounts payable, paying monthly payroll, and preparing financial reports

● Med Vision (Lebanon-Dekwaneh)

Intern-Data Entry

July 2020 - August 2020

-Purchase invoices, sales invoices, payment vouchers, receipt vouchers