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D.O.B: November 13 , 1996 – Beirut , Lebanon

Abed Ghani Mneimneh

• Objective

Looking for a highly challenging and dynamic work environment in which I can enhance my practical knowledge and acquire a valuable work experience.

• Educational Background

Beirut Arab University, Faculty of Business : Banking and Finance, 2015-2019

Universal School : Lebanese Baccalaureate (Bac2).

Iman School : from nursery school Till Grade 10

• Key Skills & Technical Background

- Computer skills: Microsoft Word, Microsoft Office Excel, Microsoft FrontPage, Microsoft PowerPoint
- Service oriented, organized, motivated, fast learner, consistent, attentive to details, responsible, and abide by deadlines
- Able of working and coordinating with team members

• Experience

- **Teller at Western Union from 2016-2019 :** Responsibilities: Customer service. Money transfer. Billing. Ticketing. Booking. Managing Profit and Loss. Supervising. Sales and operations. Coordinating with suppliers and Service Providers...all kind deals and equipment's supply.
- **Cashier at Bandakji restaurant (Aramoun) 2015-2016**
- **Employee in Assia cell shop 2014-2015** (pay bills , sell mobiles , sell accessories mobiles)

• Language Skills

- Arabic (Excellent)
- English (Good)

• Interests and Hobbies

- Sports, swimming.

- All references are available upon request.