**Nour khadra**

Mansourieh, Lebanon

Email: [nour](mailto:nour)khadra16@gmail.com ; Mobile: +(961) 71 304814

**Education**

**Antonine University** (Baabda, Lebanon) **Sep 2022- Present** *Bachelor’s Degree, Business Administration with emphasis in banking and finance, Expected graduation:2025*

**Rosary Sisters School** (Mansourieh, Lebanon) **Sep 2004-May 2022**

*Highschool Diploma*

**Experience**

**Intern- Bank Audi, Mansourieh, lebanon June 2024- July 2024**

**Tasks:**

* Observed daily banking operations.
* Assisted in opening customer accounts.
* Helped the customer service team respond to client needs.
* Learned how to verify transactions.
* Watched loan application steps and internal banking systems.

**Skills**

**Technical Skills:**

* Microsoft Office(word, excel, PowerPoint)

**Soft Skills:**

* Attention to detail
* Communication
* Leadership
* Teamwork
* Problem Solving
* Time Management

Languages

Arabic (*Native*), English (*intermediate*), French(*intermediate).*

**Certifications**

* **Live E-com Bootcamp: how to start today**

*Issued by Antonine University, Mr.Jad Al Fakhani* **April 2025**