

Malak Jamal Mheich

Accounting and Finance Teacher

Phone: +96170163001

Email: malakjamalmheish1992@gmail.com

Highly seasoned and meticulous Accounting Teacher with over 8 years of experience and a strong record of classroom success. A focus was on teaching general accounting and financial Maths courses at a private technical institute. Able to communicate complex ideas effectively and inspire students to learn complicated financial and accounting principles. Adaptive at handling high volumes of student paperwork with complete accuracy and efficiency.

EDUCATION

Saint-Joseph university of Beirut 2022-present, Master of Economics Sciences, 2022-present

Lebanese International University, Master of Business Administration Finance MBA, 2019-2021

Lebanese University, Master one of Accounting and Auditing, 2012-2013.

Bachelor in Accounting and Auditing, 2009-2012.

PROFESSIONAL EXPERIENCE

Finance, Private Tutor

Saint-Joseph university of Beirut, Lebanon

2022 to 2023

- Providing the support of first-year students to facilitate understanding of finance and economics lessons.

Economics, Volunteer Tutor

Mmkn organization, Lebanon

2022 to 2023

- Helping students with homework and test preparation and improving their studying habits.

Economics, Teacher

Khawla center, Lebanon

2020 to 2022

- Providing intensive courses and preparing students to pass the entrance exams to the Faculty of Business Administration at the Lebanese University.

Accountant, Auditor

Audac accounting office, Lebanon

2019 to 2020

- Manage all accounting transactions.
- Handle monthly, quarterly, and annual closings and reports.

Accounting, Teacher

Al Abir institute, Lebanon

2014 to 2022

- Explaining accounting principles in understandable terms to the students.
- Preparing and distributing learning material such as notes, assignments, and quizzes.

TRAININGS AND CERTIFICATES

business Trainings and courses

- Supply chain management (SCM), Harvard business school online.
- Introduction to CFA programs, financial reporting, equity evaluation, fixed income, Moodle.
- Financial Accounting and Capital markets, online courses, University of Cambridge.
- Macroeconomics of Climate Change by The International Monetary Fund, edX.
- Financial Accounting, ACCA Think ahead.

RELEVANT SKILLS

Excellent written and verbal communication skills.

Excellent instructional ability including challenging, motivating, and positively influencing students.

Microsoft office: teams, word, excel, Access, power point.

Software program: zoom, teams, SPSS, one note, Atlas, soft wave.

Google Drive: Docs, Sheets, Slides, Forms.

References available if needed