

PIA MARIA KHALIL

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SUMMARY

Detail-oriented Accounting graduate with hands-on experience in auditing and financial reporting through internships in assurance and corporate accounting environments. ACCA candidate with only four exams remaining and a 3.4 GPA. Skilled in financial documentation review, account reconciliation, and identifying discrepancies, with a solid understanding of audit procedures and compliance. Brings strong analytical thinking and a clear career focus on external auditing .

WORK EXPERIENCE

Audit Intern, ACT PLUS Assurance Services March 2026-May 2026

- Assists senior auditors in testing financial statement balances and supporting documentarion.
- Review financial documents and supporting records to ensure accuracy and compliance with accounting standards.
- Assists in identifying discrepancies and reporting findings to the audit team.

Accounting Intern, MASTERPAK Indevco January -February 2026

- Assisted the accounting team in recording daily financial transactions and maintaining accurate accounting records.
- Assisted in reconciling accounts and identifying dispensaries in financial records.
- Reviewed invoices, purchase orders, and payment documents to ensure accuracy and proper documentation .

Dental Assistant, Awesome Smile Clinic by Dr Antoine Sfeir June 2024-November 2025

- Supported billing and payment documentation.
 - Coordinated appointments in a busy polyclinic environment.
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EDUCATION

BBA-Accounting Notre-Dame University, Louaize Zouk Mosbeh Sep 2023 - June 2026

GPA: 3.4/4.00 Expected to graduate with distinction

Lebanese Baccaulaureate in Socio-Eco Ecole filles de la Charite, 2020-2023
Zouk Mikael

Ranked First in the Socio-Eco Track

CERTIFICATIONS

- ACCA Candidate- Strategic Professional Qualification (4 Exams Remaining)
 - LAU- Emotional Intelligence Certification
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ADDITIONAL INFORMATION

- **Computer Skills:** MS Excel, Word, PowerPoint, Zoho ,Odo, Wizard, MS Dynamics
- **Languages:** Arabic, English, French
- **Volunteering:** Scout Lead, Private Tutoring