

AMINE CHAHWAN

Lebanon, Hemleya | P: +03 458 936 | chahwan1971@gmail.com

Nationality: Lebanese

Experienced Accountant with 30+ years in financial management, auditing, and compliance. Known for accuracy, integrity, and delivering strategic insights that support business growth and efficiency.

WORK EXPERIENCE

Professional experience:

- Comptoir El Amaneh (Real Estate):

-Accountant-

Lebanon
1994– 2007

- Managed daily accounting tasks including data entry, account reconciliation, and general ledger maintenance according to Lebanese accounting standards.
- Prepared and analyzed balance sheets, profit & loss statements, and monthly financial reports.

- Aquarium Hotel:

-Accountant-

Lebanon
1994-2007

- Ensured full compliance with CNSS (Caisse Nationale de Sécurité Sociale) regulations and managed all related social security declarations.
- Handled tax reporting, including VAT and income tax filing, in accordance with Lebanese tax laws and regulations.

- Minocongo (Minoterie)

-Accountant-

Democratic Republic of Congo
2007-2009

- Maintained accurate financial records and supported audits and internal controls for Lebanese entities.
- Implemented cost control measures and assisted in budgeting and financial planning processes.

- Kozaily Group

-Accountant-

Lebanon
2010-2014
2016-2018

- Conducted bank reconciliations and managed relationships with local banks.
- Utilized Microsoft Excel for financial analysis and reporting; proficient in Word and Outlook for documentation and communication.

- Massoud Massoud

-Cashier-

Lebanon
2015-2016

- Handled daily cash transactions accurately and efficiently in a fast-paced retail environment.

Independent work experience: Small Business Owner - Drive-Thru Grocery Store

Lebanon
2018-2025

- Oversaw inventory management, including ordering, stock control, and supplier relations.
- Handled all financial aspects including cash management, bookkeeping, and expense tracking.
- Maintained compliance with local regulations, including tax and licensing requirements.

SKILLS

- ✚ General Accounting
- ✚ Cost Control
- ✚ Bank reconciliation and operations
- ✚ Managing accounts (AP/AR)
- ✚ Data entry
- ✚ CNSS
- ✚ Tax compliance
- ✚ Profit & Loss (P&L)
- ✚ Balance sheet preparation
- ✚ Microsoft Excel
- ✚ Microsoft Word
- ✚ Microsoft Outlook

EDUCATION

- **B.A in Accounting:** 1996- Jdeideh, Lebanon.
- **T.S 3 in Business & Computer:** 1993 – Byblos, Lebanon.
- **Sagesse High School:** 1989 – Jdeideh, Lebanon.

REFERNCES

- **Toni Saab:**
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- **Jean Bteich:**
✚ TEL: +961 03 555915
- **Joseph Kozaily:**
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