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**JOB VACANCY FORM**

- **Full-time**  -  **Part-time**  -  **Summer-Job**  -  **Internship**

**Job Title:** Operations Coordinator

**Application Deadline:** June 15, 2014

**Reference Number:** 190514-10

established in 1980 and has experienced large year on year intrinsic growth since then. This impressive performance can be attributed to the Bank’s sound management structure coupled with our philosophy that customer satisfaction comes first.

**TYPE:**  -  **Local**  -  **Regional**  -  **Multinational**

**INDUSTRIAL SECTOR:** Banking

**BRIEF FIRM PROFILE/DESCRIPTION:** established in 1980 and has experienced large year on year intrinsic growth since then. This impressive performance can be attributed to the Bank’s sound management structure coupled with our philosophy that customer satisfaction comes first. It is registered in the Bank's list # 101 BDL.

**Job Description**

**BRIEF JOB DESCRIPTION:** Anti Money Laundering Officer

**JOB LOCATION(S):**

City: Beirut  
Country: Lebanon

**DEGREE:**

- **Bachelor**  -  **Master**  -  **Doctoral Degree**
- **Undergraduate Student/ Degree not Necessary**  -  **Teaching Diploma**

**MAJOR/EMPHASIS:** Bachelor in Business Administration

**WORK EXPERIENCE:**

**SKILLS:**
Languages Skills: ■ English  ■ Arabic  □ French  □ Other:
Computer Skills: Microsoft Office
Other Skills:

SALARY
Basic Salary Range:
Other benefits include:
□ Accommodation  ■ Health Insurance  □ Return Ticket  ■ Bonus
□ Laptop  □ Mobile Phone  ■ Children’s Education  ■ Transportation
■ Lebanese NSSF  □ None

WORKING DAYS: MONDAY - FRIDAY
WORKING HOURS: 8:00 AM TILL 5:00 PM

How to Apply

Interested candidates may send their resume and cover letter by email to: Dr. Maryam Ghandour (mg03@aub.edu.lb) specifying the reference number: 190514-10

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ALL STUDENTS AND AUB GRADUATES SHOULD ATTACH THEIR UPDATED RESUME AND COVER LETTER WITH EVERY JOB APPLICATION; OTHERWISE, YOUR EMAIL WILL BE DISREGARDED.

For further information, please do not hesitate to contact:

Dr. Maryam Ghandour

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Career and Placement Services
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Website: http://www.aub.edu.lb/sao/cps/Pages/index.aspx

The job vacancies are for AUB students and alumni ONLY.