

Mireille Kherbawi

SENIOR PROJECT MANAGER & BUSINESS ANALYST



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EXECUTIVE BIOGRAPHY

Mireille Kherbawi is an accomplished Senior Business Analyst, Senior Project Manager, and Operations Lead with extensive international experience executing strategic business initiatives, financial oversight, and organizational optimization across the UAE and Lebanon.

Mireille holds a **Master of Science in Information Systems: Organizations and Management** from *The University of Manchester* (UK) and a Bachelor of Science in Business Studies with emphasis in Economics and Finance from *Lebanese American University*. This dual expertise allows her to seamlessly bridge technical system architecture, complex financial analysis, and multi-departmental project management.

"Combining financial precision, analytical rigor, and project leadership to streamline enterprise operations and mitigate risk."

CORE EXPERIENCE & COMPETENCIES

Throughout her career spanning executive management consultancy at *Academia Management Solutions International (Dubai)*, financial risk management at *BLC Bank*, and academic program administration at *LAU (USAID Program)*, Mireille has demonstrated proven expertise across key functional areas:

- Senior Project & Operations Management:** Leading cross-functional teams, creating integrated project plans, tracking deliverables/milestones, updating standard operating procedures (SOPs), and optimizing cost and tech efficiency.
- Business & Financial Analysis:** Assisting Chief Financial Officers (CFOs) with budgetary oversight, market research, variance analysis, financial packaging, and performance vis-à-vis corporate projections.
- Risk Mitigation & Credit Analysis:** Reviewing balance sheets, cash flows, and debt structures to decrease organizational risk exposure, reducing credit losses, and performing semi-annual portfolio reviews.
- Stakeholder Alignment & Licensing:** Collaborating with regulatory authorities to secure business licenses/permits, authoring executive communications, and facilitating bilingual business operations (English & Arabic).



Areas of Expertise

- Project Management & Delivery
- Business Process Re-engineering
- Financial & Risk Analysis
- Budgetary Oversight & Forecasting
- ERP Systems (Oracle / SAP)
- Stakeholder & Executive Support
- Strategic Research & Reporting
- Fluent in English & Arabic

Education

M.Sc. Information Systems
Organizations & Management
The University of Manchester

B.S. Business Studies
Economics & Finance Emphasis
Lebanese American University