



# AHMED ELSAGHIR

Accountant

Cashier

## Objective

Highly focused and meticulous Accountant with an excellent employment record of accuracy and client satisfaction. Able to work well independently or as part of a financial management team.

## Contact Info

**Address:** Al-Ain, UAE

**Tel:** +971564259665

**Email:** [Saghira080@gmail.com](mailto:Saghira080@gmail.com)

## Education

Bachelor Of Commerce

Commercial technical secondary  
education Legal Affairs

**The Higher City Academy**

**Cairo University, 2018**

## Language

**Arabic:** Native

**English:** Good

## Skills

- Customer service skills.
- Communication skills.
- Excellent leadership.
- MS Office.
- Teamwork.
- Problem Solving

## Hobbies

- Swimming.
- Football.
- Reading.
- Travelling.

## Professional Experience

**Accountant**

**2020- 2022**

**Glory, Egypt**

- Manage all accounting transactions.
- Prepare budget forecasts.
- Publish financial statements in time.
- Handle monthly, quarterly, and annual closings.
- Reconcile accounts payable and receivable.
- Ensure timely bank payments.
- Compute taxes and prepare tax returns.
- Manage balance sheets and profit/loss statements.
- Report on the company's financial health and liquidity
- Audit financial transactions and documents
- Reinforce financial data confidentiality and conduct database backups when necessary
- Comply with financial policies and regulations.

**Cashier**

**2017- 2019**

**Shaaban stores, Egypt**

- Bags purchases if needed.
- Processes return transactions.
- Discounts purchases by redeeming coupons.
- Resolves customer issues and answers questions.
- Enters price changes by referring to price sheets and special sale bulletins.
- Provides a positive customer experience with fair, friendly, and courteous service.
- Registers sales on a cash register by scanning items, itemizing, and totaling customers' purchases.
- Itemizes and totals purchases by recording prices, departments, taxable and nontaxable items; and operating a cash register.
- Collects payments by accepting cash, check, or charge payments from customers and makes change for cash customers.