

# AHMED ABDELAAL ABDELRAHIM



## Summary

General accountant and exhibition manager with 12 years of experience in UAE . I am good at dealing with office and administrative tasks, data entry and analysis, and I have a good background in project management and customer relations, as well as using Microsoft Office, email management and Internet tasks.

## Skill Highlights

- General Accounting
- Customer Relations
- Microsoft Office and the Internet
- AutoDWG program for extracting architectural drawings measurements
- UAE driving license
- Office and administrative tasks
- Innovative
- Working in a team
- Honesty, commitment and discipline
- Work under pressure

## Personal Data

**Nationality :** Egyptian

**Date of Birth:** 01/07/1986

**Marital Status:** Married

## Contact

**Address:**

Al-Ain , Abu Dhabi , UAE

**Phone:**

+971 551852189

**Email:**

Ahmedpipo777@yahoo.com

## Languages

**English :** Speaking, Reading and Writing .

**Arabic :** Mother tongue .

## Experience

- work as a General Accountant in Al-FARES importation and installation of stone EST (United Arab Emirates) for 11 years
- work as a Purchase Officer in Special Light Stone For Stone L.L.C (United Arab Emirates) from the period 7-2022 to 3-2023
- Work as an Accountant for Unipharma company (International Company for Pharmaceutical Industries) of the period 19/3/2008 until 30/11/2010 (Egypt)
- seasoned skills in the use of computers and maintenance and the Internet.
- Experience in the use of MS Office programs and data entry and analysis .

## Education

- Bachelor of Commerce Accounting Division – 2007 - Zagazig University (Egypt).

## Certifications

- license of the International Computer Driving License (ICDL) from the center of Information Technology of the Central Agency for Public Mobilization and Statistics in Cairo 01/03/2008.