

Mousa Elsayed

Dubai, United Arab Emirates
+971 554214661
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OBJECTIVE

Aiming for a job that would fit my qualification and experiences that will not only maximize my full potential but also provide challenge, continuous training and opportunity to achieve high standards of success through satisfactory performance of the task and be a model in rendering quality work to both clients & customers.

➤ Computer Literacy

Working experience in MS Office
Accountants Preparation Course
Peachtree Course

➤ Language Skills

Arabic: Mother Tongue
English: Good

Work Experience Summery

Period	Company	Designation
• 2019 - Present	• Al Fardan Exchange	Chief Teller
• 2018 – 2019	• Redha Al Ansari Exchange	Transfer Clerk
• 2014-2017	• Al Sahaba Sanitary Ware Trading Co • Egypt	Sales Manager
• 2009-2014	• AL ALI Company for Cars • Al Baha, KSA	Accountant
• 2008-2009	• Vodafone • Egypt	Salesman
• 2007-2008	• Mobinil Al Gazar Company • Egypt	Salesman

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Period	Company	Designation
• 2019- Present	Al Fardan Exchange	Chief Teller

Job Details:

Chief Teller

- *Received cash transaction instrument like remittance, WPS, TT, and Value services transaction payments.
- *Collect cash against receipt any transaction
- *Collect cash against receipt vouchers
- *Be available to open and close the branch
- *Reconcile own cash box against actual transaction at the end of the day
- *Attending the customers for making Telex Transfers.

Period	Company	Designation
• 2018 – 2019	Redha Al Ansari Exchange	Transfer Clerk

Job Details:

Transfer Clerk

- *Received cash transaction instrument like remittance, WPS, TT, and Value services transaction payments.
- *Collect cash against receipt any transaction
- *Collect cash against receipt vouchers
- *Be available to open and close the branch
- *Reconcile own cash box against actual transaction at the end of the day
- *Attending the customers for making Telex Transfers.

Period	Company	Designation
• 2014-2017	Al Sahaba Sanitary Ware Trading Co Egypt	Sales Manager

Job Details:

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Sales Manager

- *Responsible for all purchases and their sources.
- *Responsible for relationships with suppliers and customers
- *Keep costs at their lowest levels
- *Responsible for the team and follow up its tasks
- *Responsible for quotations and selection of the most appropriate
- *Responsible for accounts of suppliers and customers

Period	Company	Designation
• 2009-2014	<ul style="list-style-type: none">• AL ALI Company for Cars• Al Baha, KSA	Accountant

Job Details:

Accountant

- * Operating the business in the absence of the Director-General of the Foundation
- * Follow-up and preparation of accounts, daily and monthly reports
- * I have good experience as vehicle estimator
- * Data entry requirements of clients and work in the special management program
- * Follow-up transactions, insurance companies are dealing with audit reports
- * Follow-up transactions spare parts companies that are dealing with cash and the account
- * Follow-up to bank transactions and cash transactions
- * Fully responsible for the facility and the internal and external dealings
- *Constipated all the files for customer transactions
- * Follow-up established between them and the government bodies and organizations of the ministry of Labor and Immigration, police, traffic, etc.

Period	Company	Designation
• 2008-2009	<ul style="list-style-type: none">• Vodafone• Egypt	• Salesman

Job Details:

Salesman

- Present, promote and sell products/services using solid arguments to existing and prospective customers

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- Reach out to customer leads through cold calling
 - Expedite the resolution of customer problems and complaints to maximize satisfaction
 - Achieve agreed upon sales targets and outcomes within schedule
- Coordinate sales effort with team members and other departments
- Supply management with reports on customer needs, problems, interests, competitive activities, and potential for new products and services.
 - Continuously improve through feedback
 - Perform cost-benefit and needs analysis of existing/potential customers to meet their needs

Period	Company	Designation
<ul style="list-style-type: none">• 2007-2008	<ul style="list-style-type: none">• Mobinil Al Gazar Company• Egypt	<ul style="list-style-type: none">• Salesman

Job Details:

Salesman

- Present, promote and sell products/services using solid arguments to existing and prospective customers
- Reach out to customer leads through cold calling
- Expedite the resolution of customer problems and complaints to maximize satisfaction
- Achieve agreed upon sales targets and outcomes within schedule
- Coordinate sales effort with team members and other departments
- Supply management with reports on customer needs, problems, interests, competitive activities, and potential for new products and services.
- Continuously improve through feedback
- Perform cost-benefit and needs analysis of existing/potential customers to meet their needs

EDUCATIONAL ATTAINMENT

- Degree: Bachelor Degree in Commerce
- University: Kafrelsheikh University
- Major: Accounting
- 2005-2008

PERSONAL DETAILS

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Current Location	: Dubai, UAE
Nationality	: Egyptian
Religion	: Muslim
Birthday	: 12th February 1988
Marital Status	: Married
Passport No.	: A21492944
Driving Licence	: KSA D/L, Egypt D/L & UAE D/L
Visa type	: Resident Visa