

ABDELRAHMAN MOHAMED ELWY HEGAZY

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CAREER OBJECTIVE

I have four year experience in the field of finance in its various forms. I am a professional accountant with experience of ledger processes, reconciliations, and streamlining reports. Seeking to leverage my professional expertise.

Sincerely yours,

PERSONAL INFORMATION

- Date of Birth : 08-09-1998
- Nationality : Egyptian
- Language : Arabic, English
- Marital status : Single

EDUCATION

Bachelor of commerce and business administration. Mansoura University EGYPT, 2020

COURSES

- ICDL
- Accounting cycle Course.
- Business English Course.
- Tally Accounting Program.
- Quickbooks Accounting program.
- Professional Financial Accountant Course.
- Peachtree Accounting Program.
- American Excell program.
- International Accounting Standards Course.

EXPERIENCE

Sales representative

HIPHONE TELECOM, ABU DHABI
FROM OCTOBER, 2022 TILL NOW

Customer service & Digital Onboarding Officer

RED TIE BROKERAGE COMPANY
(EMIRATES ISLAMIC BANK) UAE, ABU DHABI
FROM APRIL 2022 TO SEPTEMBER

- Selling Retail Banking products such as personal Loan Credit Cards & Account Opening.
- Approaching companies & Add them in the banks approved list. Creating a financial plan to the customer basis their needs.
- Build and maintain a solid relationship with Customers for better communications & services plus expected future potentials.

Professional Financial Accountant

INTERNATIONAL DISTINCTION ACADEMY.
2022

Customer Service

VODAFONE, EGYPT
FROM 2020 TO 2021

- Maintaining a positive, empathetic, and professional attitude toward customers at all times.
- Responding promptly to customer inquiries.

ABDELRAHMAN MOHAMED ELWY HEGAZY

Cashier

ATHANOR RESTAURANT, DAHAB CITY, EGYPT
FROM 2017 TO 2020

- Assisted customers with sales transactions accurately and efficiently, including cash, check, card and layaway payments.
- Created a world-class experience for customers using top-notch communication skills.
- Completed daily cash and credit sales reports for supervisors and store managers.
- Maintained the cleanliness and order of checkout areas on an hourly basis.

OTHER SKILLS

- Customer assistance
- Sales technique
- Product description
- Committed
- Hardworking
- Teamwork
- Leadership
- Problem solving

HOBBIES

- Travelling
- Reading

SKILLS

- Strong decision making and problem solving skills.
- Able to motivate and lead others in a team environment.
- Excellent communication skills, both written and verbal.
- An ability to build rapport and trust quickly with work colleagues.
- Able to prioritize tasks and workloads in order of importance. Track record of delivering results with deadlines.