

**Personal Information:**

Name: Ebrahim Adel Mohamed Karmout

YOB: 30/12/1996

Address: Dubai, UAE

Mobile: 056 571 7361

Nationality: Egyptian

Free Visa

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Why Ebrahim?

I'm looking for job that develop my professional skills to join a reputable organization that will meet my expectations to gain experience, and eventually get promoted in the organization structure to the level that I deserve and meet my ambition

Education :-

Bachelor of Commerce

Shebin Alkom university 2019-Menoufia, Egypt Accounting Department Current Studying Program

Arabic: mother tongue English Conversation

English: Read-Written and Spoken

Work Experience :-

Cashier to Domina Coral Bay Resort (Since April to June of 2021)

* Responsible for the following tasks..

- Reception the customers while entering or leaving
- Manage transactions with customers using cash and online records.
- Issuing receipts, refunds or change.
- Resolve customers complaints, direct them and provide the needed information.
- Inventory and collect payments either in cash or by using cards

Financial and administrative employee at Nano Water Technology Company (Since June December 2021)

* Responsible for the following tasks..

- Finalizing the company's extracts
- Registering receipt and payment vouchers
- Recording the movement of cash covenants
- Responsible for purchases and inventory at the company's branch in Sharm El Sheikh
- Ending shipping company procedures to and from the company's main branch in Cairo

Financial and administrative employee at PAYYER Group

(Since December 2021 - September 2023)

* Responsible for the following tasks...

- Recording financial transactions from the bank statement and reconciling them.
- Preparing a daily statement of the movement of collections and revenues.
- Registering receipt and payment vouchers
- Recording cash custody movements
- Ending procedures for official workplaces at conferences
- Finalizing the company's extracts
- Dealing directly with the company's suppliers

Computer skills :-

- Good in all Microsoft Office (Excel, Word, Power Paint).
- Have ability to deal with and solve computer Problems.
- General Computer Knowledge, ICdl
- Excellent in working on the Internet •

Personal skills :-

- Written and oral communication skills
- Exceptional organizational skills, self-control Common sense for increasing productivity
- Strong awareness of business polices and atmosphere
- The ability to analyze problems and adopt and implement ideal solutions
- Commitment to work ethics, honesty and integrity
- Teamwork and respect for the chain of command
- Respect for instructions and listening with open hearts to constructive criticism
- Mathematical abilities and attention to detail
- Continuous learning and simulating internal motivation.
- Time, and resource management

Favorite :-

- Reading
- Personal Skills evolving

Last update 8-2-2024

شهادہ خبرہ

تمنح إدارة شركة نانو ووتر تكنولوجياي بأن السيد / إبراهيم عادل محمد قمروط ... رقم قومي 29612301700193 يعمل موظف مالي وإداري لدى الشركة في الفترة من (6-12) 2021 حتي الآن ونشهد له الشركة أنه خلال تلك الفترة عرف المذكور بجديته في العمل وحرصه علي تقديم الأفضل للعمل والالتزام أيضاً. أضافه الي أخلاقه المثاليه . و الطيبه بؤسسته و مروضيه وهذه شهادة منا بذلك

ناتو ووٹر تکنالوجی



المدير المسئول

م/ جلال الفرماوی

التوقيع: أحمد محمد



شرکہ بائیر

شہادہ خبرہ

تشهد اداره شرکه باییر

بان السيد / ابراهيم عادل محمد قرموط

انضم الي فريق العمل الاداري للشركة وخلال مسيرته في العمل داخل الشركة فقد ابدى نجاحا كبيرا وكان مثالا يفخر به في

اخلاصه و تقانیه و اجتهاده

وقد قام بالعمل معنا من خلال سنة 2021 الى سنة 2023

وقد تم كتابه هذه الشهاده في يوم 2023/9/9

هذا بناء على طلبه دون تحمل اي مسؤوليه من قبل الشركه

توقيع مامير الشركة.

2024/2/2