

Ahmed Mohamed Abo El-Gheit

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Dubai , UAE

➤ Objective:

Currently looking for a full-time position in a reputable organization that offers a greater challenge, increase benefits for me and help the company advance efficiently and productively.

➤ Education:

- Bachelor of commerce, Accounting Department, Mansoura university, Mansoura ,Egypt 2021

➤ Experiences:

- **Accountant at EIDAWLYA for Trading and distribution company from 1/1/2023 to Now:**
 - Responsible for recording revenues and expenses, collecting from customers, and determining payment methods for suppliers
 - Working to the bank's transition related to the company.
 - Preparing monthly financial reports and review.
 - Preparing monthly payroll.
 - Vat and Tax Transaction
- **Accountant at Summit Foundation for Smart Phones from 1 /7 / 2019 to 1/9/2021:**
 - Managed transaction with customer using cash registers.
 - Scanned goods and ensuring pricing are accurate
 - Collected payment whether in cash or credit

➤ **Training and courses:**

- ✓ **Professional Financial Accounting course (PFA) (self-study) in the period from 1/7/2020 to 1/10/2020:**
 - Learning about preparing journal entry, posting to ledger and preparing trial balance.
 - Learning how to prepare financial statement and how to do accounting cycle.
 - Learning about using electronic accounting (Peachtree, Advanced Excel and QuickBooks, El Tally).
- ✓ **Financial technology course (American chamber of commerce in Egypt) 15/11/2020.**
- ✓ **Training at Dakahlia Drinking Water and Sanitation Company (2019).**
- ✓ **Marketing (American chamber of commerce in Egypt) 15/10/2020**
- ✓ **ICDL course (self-study).**

➤ **Skills:**

- Computer skills: very good at using Microsoft programs “Word, Excel and power point”.
- Language’s skills: good at English Writing and speaking, Arabic (mother tongue)
- Communication skills, self-management, motivated and flexible.
- While there are many skills and approaches, I'm not yet familiar, but I believe I have the self-motivation and determination to gain more experience in real-world practices and skills.
- Teamwork.
- Work under pressure.