

# Ahmed Mostafa Mohamed

## Accountant

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Objective	A responsible position as an accountant in a respect company where my proficiency and experience will significantly contribute to the overall success of the organization and give me the opportunity for growth.
Education	<ul style="list-style-type: none"><li>▪ <b>Faculty of commerce (Delta Academy)</b><ul style="list-style-type: none"><li>-Section: Bachelor in management information system</li><li>-Graduation year: May 2018 (very good grade)</li><li>-Graduation project: Excellent</li></ul></li></ul>
Experience	<ul style="list-style-type: none"><li>▪ <b>Accountant at Embee International industries (Apr 2022-feb 2024)</b><ul style="list-style-type: none"><li>○ Journal Entries for all financial transactions.</li><li>○ Posting Journal Entries to the General Ledger.</li><li>○ Preparing Trial Balance: At the end of the accounting periods.</li><li>○ Reconciliation and adjusting journal entries.</li><li>○ Assistance in preparing financial statements with the financial management</li></ul></li><li>▪ <b>Accountant at Mostafa Alamir Pharmacy (Feb 2021-Apr 2022)</b><ul style="list-style-type: none"><li>○ Maintaining Yearly VAT report.</li><li>○ Tax reporting and inventory processing</li><li>○ Responding to financial inquiries by gathering and interpreting data.</li><li>○ Conducting internal audits such as wage reviews.</li><li>○ Prepare annual financial statements.</li><li>○ Maintaining accounts receivables files and records.</li></ul></li><li>▪ <b>Accountant at Cosmo RX Company (Feb 2020- Aug 2021)</b><ul style="list-style-type: none"><li>○ Perform month-end account closing activities and reconciliations.</li><li>○ Maintain general ledger accounts and prepare journal entries for accruals and variances.</li><li>○ Generate and distribute account management reports on monthly basis.</li><li>○ Assist in tax preparation and filing activities.</li><li>○ Reconcile general ledger accounts and revenue accounts.</li></ul></li></ul>
Courses	<ul style="list-style-type: none"><li>○ Financial accounting fundamentals.</li><li>○ Professional financial accounting (PFA).</li><li>○ Peach tree.</li><li>○ Quick books.</li><li>○ Excel accounting program systems.</li><li>○ Inventory management.</li></ul>
Computer skills	<ul style="list-style-type: none"><li>○ Excel.</li><li>○ Outlook.</li><li>○ Word.</li><li>○ PowerPoint.</li></ul>
Languages	<ul style="list-style-type: none"><li>- Arabic: Native</li><li>- English: Competent</li></ul>