



AHMED RASHED

MANAGEMENT ACCOUNTANT

WORK EXPERIENCE

Administrative accountant_warehouse supervisor

Preparing financial reports and analyses...

Warehouse control of incoming and outgoing goods...

Arrange goods systematically...

Data collection...

Manage and review invoices...

Verify and publish business transaction details...

Managing accounting transactions

Proficiency in using Microsoft programs such as Excel, Word, and PowerPoint

- Proficiency in dealing with accounting programs such as Bookkeeping, Excel Advanced, Accounting Excel, Quick Books, PEATHTREE, ERO(odoo),

Monitor the progress of products through the warehouse.

Handling the receipt, storage and movement of goods in the correct manner.

Supervising and recording deliveries and receipts.

Maintain inventory records and tracking system.

Identify appropriate places for storage, and rotate inventory as needed.

Adjust inventory levels in a timely manner.

Registered with the Egyptian Commercial Syndicate

EDUCATION

Higher Institute of Computer and Business Administration in Zarqa, Damietta

Bachelor of Management Information Systems (MIS)
2018 -2022

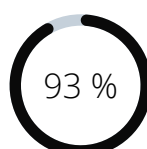
American International Academy (California, USA)

Professional Accountant Diploma

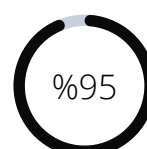
International Computer Driving License (ICDL) certificate.

SKILLS SUMMARY

Good
communication



time
management



Management and
supervision



CONTACT



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Damietta_Egypt

EXPERTISE

- Management Skills
- Creativity
- Digital Marketing
- Negotiation

LANGUAGE

- Arabic
- English
- French