

Mohamed Ramadan Zahran

Head of Accounting Department

Phone : +971 (56) 9375033

Email : zahran1985@hotmail.com

Current city : Dubai , United Arab Emirates



SUMMARY

Head of the Bank Accounts and Documentary Credits Settlements Department at Abou Kir For Engineering Industries

(One of the government sector companies affiliated with the Ministry of Defense and Military Production)

EXPERIENCE

Since January 2011 till now

Accountant – Abou Kir For Engineering Industries

Preparing financial status reports, managing and following up on the movement of bank accounts, making accounting adjustments, and following up on the movement of documentary credits from a financial perspective

December 2010

Sales representative - Ra Sport Company (Adidas agent - Timberland - other sports agencies)

From September 2010 to November 2010

Accountant – I.C.O.S (Copiers & Printers & stationary and offices supplies company)

Registering and following up on the company's accounts through the SAHL accounting program

From year 2003 to year 2009

Several jobs - period of study at the university until graduation

Sales of mobile phones, electronics, tools, and electrical appliances, skilled jobs, and craft work in the field of printing, manufacturing of advertising media, and non-metallic works)

EDUCATION**Graduation year 2009**

Bachelor of Commerce - Accounting Department (Faculty of Commerce, Sadat, Menoufia University)

From 23-07-2009 to 06-10-2009

Book Keeping course (certified from Arab Academy for Science & Technology)

On 14-09-2009

ICDL course (certified from Arab Academy for Science & Technology)

From 17-04-2010 to 26-06-2010

course in working on the accounting program Quick Books with an excellent grade (at the I.W.I Institute)

From 08-11-2015 to 19-11-2015

course in documentary credits from a legal and financial perspective (at the International Center for Consulting and Training)

From 23-12-2018 to 27-12-2018

course in examining documents related to documentary credits (the Egyptian Banking Institute - the Central Bank of Egypt in the period)

-
- Personal characteristics**
- Ability to take responsibilities seriously
 - Quick learner
 - Ability to innovate and develop
 - Ability to adapt and cooperate with the environment and the work team
 - prove oneself, and not adhere to the nature of the current job

-
- Language Skills**
- Arabic (mother tongue - reading, writing and speaking)
 - English (very good - reading, writing and speaking)