



## **Karim Abouelkheir Moussa**

### **Personal Information:**

Nationality: Egyptian

Date of Birth: September 3rd, 1995

Marital Status: Single

Address: UAE-Sharjah

Phone Number: +971561212892

E-mail addresses: [karim.abualkhair95@gmail.com](mailto:karim.abualkhair95@gmail.com)

### **Objective:**

Energetic young professional, seeking for a challenging position where I can apply the concepts, techniques, & methodologies of management information's systems in an institution that provides an environment that supports the need for creativity and self-development.

### **Work Experience:**

#### **Rose Of Roses Natural Flowers (UAE - Sharjah)**

**Jul 2023 – Sep 2024**

##### **Accountant**

- Prepared products invoices for customer.
- Organized in and out inventory.
- Made VAT for the company and upload it.
- Handled cash and card payments with customers.

#### **AI SHAMALIA (TASHEEL) (UAE – Khor Fakkan)**

**Jan 2023 – May 2023**

##### **Cashier**

- Processed sales, exchange, and refund transactions efficiently to reduce customer waiting times.
- Used cash registers and POS systems to request and record customer orders and compute transactions.
- Checked notes carefully to spot counterfeit currency.
- Assisted customers in locating obscure items on the shop floor.

#### **MAA ALDHAHAB FOR PERFUMES (Egypt - Cairo)**

**Feb 2022 – Jan 2023**

##### **Sales Associate**

- Managed daily planning of workplace operations, clearly communicating targets to staff for smooth, efficient task delivery.
- Managed staff rotates, planning workloads strategically.
- Identified operational problems and proposed management solutions.

**LC WAIKIKI Company (Egypt – Cairo)****Mar 2020 - Jan 2022****Sales Associate**

- Customer service and product selling.
- Strong knowledge of all aspects of answering Customers' questions.
- Strong selling skills and convincing customer with all the products
- Providing customers with information on pricing and product availability.
- Achieving the required target and meeting the management expectations.

**TE Data Company (Egypt – Cairo)****Jan 2017 – Feb 2020****Customer Service**

- Recommend potential products or services to management by collecting customer information and analyzing customer needs
- Open and maintain customer accounts by recording account information
- Provide accurate, valid, and complete information by using the right methods/tools.
- Handle complaints, and provide appropriate solutions and alternatives within the time limits, and follow up to ensure resolution.

**Educational Qualifications:**

- Bachelor of commerce in accounting from Al Mansoura University (Egypt), (2019).

**Languages:**

Arabic: Mother tongue

English: Very good in speaking, Reading, and Writing

**Courses:**

- ICDL Course, Misr University For Science And Technology 2017.
- English course from New Horizon, Mansoura 2018.
- MISR life insurance trainee certificate 2019.

**Strengths and Skills:**

- Volunteer Work.
- Club membership.
- Traveling.
- Team working
- Ambitious

**Certificates and References:**

Available when requested