

SALAH ZAYED

ACCOUNTANT

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utm_source=share&utm_campaign=share_via&utm_content=profile&utm_medium=ios_app

Experienced accountant with over 2+ years of experience in reconciliation, financial analysis, and budgeting. Skilled in financial software, and Excel. Excellent knowledge of accounting regulations and procedures, including the Generally Accepted Accounting Principles (GAAP).

EXPERIENCE

ACCOUNTANT AT SHMOH AL-MADI COMPANY.

October 2022 - present

- Assisted in the preparation of financial statements and budgets.
- Developed and maintained effective accounting policies and procedures.
- Handle monthly, quarterly and annual closings
- Reconcile accounts payable and receivable
- Analyzing financial data and providing an accounting perspective from its study.
- Entering accounting data and financial files into computer systems.
- Archiving and organizing financial operations.
- Computing taxes and preparing tax returns.
- Ensure timely bank payments.
- Reinforce financial data confidentiality and conduct database backups when necessary.
- Manage all accounting transactions.
- Prepare budget forecasts.

EDUCATION

- FACULTY OF COMMERCE DAMIETTA UNIVERSITY

PERSONAL SKILLS

- Team representative
- Communication skills
- Time management
- Multi tasking skills
- Self development

SOFT SKILLS

- Financial Reporting
- Financial Analysis
- Budgeting
- Cost Control
- Tax Planning
- Data Analysis
- Problem Solving
- Accounting Principles

COMPUTER SKILLS

- Microsoft WORD
- Microsoft EXCEL

LANGUAGE SKILLS

- **ARABIC** (MOTHER TONGE)
- **ENGLISH** (GOOD)