MAHMOUD MOHAMMED ABBAS MAHMOUD

Accountant

01028952877 • mahmod.abbas63@gmail.com • Qena, Egypt

Summary

I am a dedicated accounting professional with a strong educational background in commerce and accounting. Over the past few years, I have gained solid experience working in various roles, focusing on financial and tax accounting. My expertise includes preparing financial statements, managing tax compliance, and utilizing ERP systems effectively. I am committed to continuous learning and growth within the field of accounting, embodying strong work ethics and team collaboration

Education

South Valley University
Qena, Egypt

Bachelor of Commerce
09/2017 - 05/2021

Experience

Association for Catering Commodities
Qena, Egypt

Accountant
06/2018 - 09/2021

Provided comprehensive accounting services

- Reviewed treasury, matched balances and posted accounts

Legal Accounting Office (EG Trainers)
Qena, Egypt

Trainee Accountant
07/2019 - 03/2020

Focused on legal accounting practices

- Prepared documentary cycles including cash receipts, payments, and invoices
- Recorded daily journal entries and posted them to accounting books
- Prepared payroll sheets and tax returns
- Participated in the preparation of financial statements

Ayman Hakam Accounting Office
Qena, Egypt

Accountant
10/2022

Accountant with solid experience in financial and tax accounting

- Prepared and reviewed accounting books and tax returns
- Managed e-invoice systems and participated in tax audits
- Prepared periodic financial reports

KIAELOMDAAUTO (Car Service)
Qena, Egypt

Accountant
11/2023

Managing financial transactions for a car service

- Handled suppliers, customers, expenses, capital, and cash transactions

Strengths

Communication and Leadership Skills

Demonstrates strong communication and leadership skills

Analytical Skills

Possesses good analyzing skills for economic events

Key Achievements

Achievement in Financial Management

Successfully managed multiple accounting responsibilities in fast-paced environments, ensuring compliance with financial regulations and enhancing operational efficiency

Skills

Gmail · General Ledger · Payroll · Google Sheets · ERP · Balance Sheet · ICDL · Email Marketing · Peachtree · QuickBooks · Microsoft Office · Microsoft Power Point

Languages

Arabic Native ●●●●●

English Advanced ●●●○○