

MAHMOUD MOHAMED AHMED

EDUCATION

- **Cairo university**
  2003
  Faculty of commerce
  Good

ACTIVITIES

- 📌 Excellent in Microsoft office 📌 Social, communication skills Excellent 📌 Excellent computer skills

EXPERIENCE

- **Delta Group for**
  8/2003 - 12/2005
  Accountant
  Reconcile accounts payable and receivable
  📌 Report on the company's financial health and liquidity
  📌 Comply with financial policies and regulations
  📌 Prepare budget forecasts
- **International development grop (IDG) in Saudi Arabia**
  1/2006 - 7/2008
  Accountant
  Accountant| Al-Namas General Hospital Abha
  📌 Manage all accounting transactions.
  📌 Handle monthly, quarterly and annual closings
  📌 Audit financial transactions and documents
- **King Fahd Hospital**
  8/2008 - 7/2011
  Regional Accounts Head
  📌 Leading the accounting and finance function.
  📌 Supporting senior stakeholders on all business reviews
  📌 Managing banking relationships, cash management and other treasury related activities

CONTACT

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, Riyadh. KSA

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SKILLS

- 📌 Self motivated and can work under pressure
- 📌 Ability to work in a group or individually according to the job
- 📌 Ready for traveling and heavy working full days
- 📌 Hard worker, creative, flexible and adaptive

LANGUAGES

- 📌 Arabic is the mother language
- 📌 English good read and write

PERSONAL DETAILS

- Date of Birth : 1/12/1981
- Marital Status : Married
- Nationality : Egyption

- Al safwa construction

  9/2011 - 4/2022

  Head of Accounts

  Banks .. Follow-up issuance of letters of guarantee of all typ and final and advance payment) and follow-up

  📌 Opening documentary credits with the banks to import th materials for the project and control and settlement Bank ac per month

  📌 Contractors.. The preparation of extracts subcontractors data provided by the sites by an engineer Project according t amount of works recorded in the inventory booklet and show tax deductions Insurance and all that is necessary to prepar abstract.

  📌 Costs .. A complete inventory of all documents disburse and analysis according to the terms of various accounts Cos and cost analysis

- Mohamed Elhadad Group (MHG)

  6/2022 – 7/2024

  Financial Custody Manager

  📌 Inventory all cash commitments for projects in coordination with the project manager and approve them.

  📌 Follow up with the Treasury and Banking Department to approve the accountants' assignment and complete its disbursement.

  📌 Follow up on the disbursement procedures based on approved commitments

  📌 Follow up on site accountants' balances and settle them by following up with the office accountants.

- **Qout Arabia Company**

  Kingdom of Saudi Arabia / Riyadh

  7/2024 - Until now

  Head of Suppliers Department

CERTIFICATE

- Accounting programs in the work of monthly extracts for operators and maintenance.
  • Accounting programs in the work of daily restrictions and final accounts and balance sheet.
  • Windows and Office in all their versions