

MOHANNAD TARIQ

general Accountant

CONTACT

+201007612482

mohannadt1988@gmail.com

https://www.linkedin.com/in/mohannadt1888/

Alexandria , Egypt

military statues : Finished

EDUCATION

Bachelor of Commerce

Alexandria University

2013 - 2017

SKILLS

Manage all accounting transactions

Prepare budget forecasts

Publish financial statements in time

Handle monthly, quarterly and annual closings

Reconcile accounts payable and receivable

Ensure timely bank payments

Compute taxes and prepare tax returns

MANAGE BALANCE SHEETS AND PROFIT/LOSS STATEMENT

Report on the company's financial health and liquidity

Comply with financial policies and regulations

WORK EXPERIENCE

GENERAL ACCOUNTANT 2021

ALKHOLOOD CO, FOR TRADING 2021-PRESENT

- Supervise all regular accounting processes such as A/P and Journal Entries plus monthly closure accounts.
- Assist departments in account reconciliation process on monthly basis.
- Analyze different general ledger accounts regularly.
- Monitor account reconciliation, tax and calculations inclusive of cost accounting plus factory data recording processes.

GENERAL ACCOUNTANT 2018-2021

AL-ABRAR MEDICAL DISTR.

- Manage and maintain finance related programs and documents inclusive of future plans and programs.
- Develop and formulate all report and deliver presentation projects for repeated usage.
- Evaluate current methods and processes inclusive of upgradation of process development.

A\R 2017-2018

PULSE MEDICAL DISTR.

- Calculating, recording, inputting or processing financial data
- Preparing customer invoices based on accounting procedures
- Researching and investigating discrepancies in invoices to determine the accuracy of charges
- Matching payments to invoice numbers or sales orders
- Handling customer inquiries regarding billing issues
- Managing an Accounts Receivable ledger and Accounts Receivable files
- Submitting daily reports to management on accounts receivable operations

COURSES

bookkeeping

AAST - 2020

PFA

New Heaven academy - 2018

LANGUAGES

arabic - mother tounge

english - good