Amr Ibrahim Ali Ahmed

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Add:373 L Hadaek ElAhram 4 Gate, Giza, Egypt
E-mail:amrabdelall@yahoo.com
Date of Birth: August 02,1980
Marital Status: Married
Nationality: Egyptian

Education :

Jul 2002

Alex University

- Bachelor of Commerce, Accounting Department.
- Diploma of Auto Accounting and Computers - Alexandria University.
- Diploma of Finical Accounting - Alexandria University.

Work Experience:

Jan 2020 – Present

Chief accountant at **Universal for Technology Transfer**
6 October, Egypt.
Industry: Import & trade.
www.uttweb.com

Chief accountant duties:

- Supervising the introduction of daily restrictions on the program
- Review all that is related to the documents of the Accounts Department
- Supervising accountants and evaluating their work
- Submit financial reports monthly to the company's decision- makers
- Submit tax returns on a monthly basis with the help of a chartered accountant
- Participate in developing the business plan for the Accounts Department with the Chief Financial Officer

Jan 2016 –Dec 2019 **Senior Receivable accountant** at **Premium card for credit services**
Dokki, Egypt.
Industry: credit
services.
www.premiumcard.net

Recently PICS integrated with
Arab African Bank.Headcount:400
Employees.

Client's accountant duties:

- Send monthly claims for companies by inclination and send the original bill with the receipt of follow-up.
- Follow-up collections from customers and also to communicate with the financial management in the event of a difference in the total amount and access to the difference.
- Action Excel reports showing the assets of clients and their payments with the registration of the differences and these reports are submitted to the Board of Directors so that the decision is made.
- Work report showing weekly financial liquidity in order to be the face of the commitments on the company.

Apr2012-Dec2015 **Senior Payable accountant** at **Roya Center for Laser Vision Correction**
Medical Eye Center, Shobra ,Egypt.
Industry:/Me dical.
Www.roayaeyecenter.com

Payable accountant duties:

- Constipationsupplier'saccountsandtheworkoftheirownchecksandmonthlyreconciliationwitheachsupplier.
- InsertdiaryprogramQuickBooksBillsaddedandexchangestores.
- The dailyworkofdoctorsaccounts inadditiontothe workofthemonthlysalariesofthedoctors,as is thepracticecenter.
- The workofamonthlyinventoryofthe storessupplies andmedicines.

Jun2008-Jan2012 **Income Auditor** at **Snafinn hotel(K.S.A)**
Hotel,Makka ElMokarama
,K.S.A.In dustry:/Tourism.
Www.Snafinn.com

Income Auditor duties:

- Review all hotel revenue departments.
- Matching actual income with the system and work restrictions daily revenue accounts program.
- Guests review forms and matching prices with the

approved price list and also check discounts signing of the Managing Director of the hotel

- Work everyday expenses restrictions daily treasury and audit

Jan2005 -Jun 2007 **Night Auditor** at **Sofitel Cicel Hotel**
Hotel,Alex,Egypt.
Industry:Tourism.
www.Sofitelcicel.com

Courses:

April 2013 - Jun2013 • **Course in bookkeeping accounting of Fathalla office for Accounting and Auditing from 22/4/2012 to 22/6/2012**

May 2004 • **Diploma of Auto Accounting and Computers - Alexandria University**

May 2007 • **Diploma of Finical Accounting - Alexandria University**

Dec 2003 **ICDLCertificate**
InternationalComputerDrivingLicense-Version:4.0
Research andCommercialStudiesCenterAlexUniversity.

Dec 2011 **ICDLCertificate**
InternationalComputerDrivingLicense-Version:4.0
Research and Commercial Studies Center Cairo University

Skills:

Language Skills:
- **Arabic:** Native.
- **English:** Excellent.

Computer Skills:
- Excellent knowledge of **Oracle ERP**.
- Excellent knowledge of Microsoft Office 2013
  Excel Word, PowerPoint, Access, Outlook and **Visio.**

References:

- **Mr. El Sayed Mahmoud**
  Accounting Manager at **Egyptian Office**,
  No:01009793140

Signature

Amr Ibrahem