MAHMOUD ABD ELAZIZ

ACCOUNTANT

PROFESSIONAL SUMMARY

I am a financial accountant with nine yearsof experience in preparing financialreports, analyzing data, preparing final accounts, assisting in submitting tax returns, reviewing and reconciling bank balances and account statements. I am also proficient in dealing with ERP systems.

CONTACT

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WORK EXPERIENCE

Senior Accountant | 2017 – 2018
Breda travel company

- Recording the company's daily entries, reviewing customer and supplier accounts and bank balances, preparing a trial balance, employee accounts and monthly salaries
- preparing monthly reports for the company to make appropriate decisions by management

Financial accountant and auditor | 2018-2021
AUG company

- Contributing to calculating the company's costs and submitting tax returns on the electronic system.
- Reviewing all the company's accounts, supervisingtheaccountants in all the company's branches, and preparing the final accounts by working on the Odoo system.

Financial accountant and auditor | 2022-until now
MIT FADALAAHOSPITAL

- Reviewing customer and supplier accounts and bank accounts.
- Preparing complex financial reports and analyzing financial statements.
- Providing financial consultations to senior management.
- Dealing with external auditors and submitting the required reports.
- Preparing the finalaccounts at the end of the fiscalyear and preparingan estimated budgetFor the new fiscal year.
- Department of employee affairs at the hospital.

ACADEMIC HISTORY

Faculty of English commerce Mansoura University May 2015

SKILLS

- Make decision and solvingproblem
- Odoo ERP system
- I C D L
- Time management
- M.S Project
- Microsoft Office
- Mega Cash system
- Human resources development

LANGUAGES

- Arabic
- English