AHMED KHALED

Accountant

01126981742 Ahmedkhaled246824678@gmail.com 6-October City, Giza, Egypt

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EXPERIENCE

Warehouse accountant

Elezz Company for plastic

09/2021 - 11/2022 Giza, Egypt

A company specializing in plastic products.

- Accurately audit the quality of goods
- Completing documentation, record and certifying documents for reporting to the higher level management
- Handle all tasks related to warehouse

Customer service representative

Elezz Company for plastic

01/2021 - 08/2021 Giza, Egypt

A company specializing in plastic products.

- Answering customer calls
- Following up their problems
- Handling their issues with efficiency

General accountant

Premium Company for agriculture investment

11/2022 - 01/2024 Giza, Egypt

A company focused on agricultural investments.

- Recording journal entries
- Following the treasury movement on a daily basis
- Dealing with suppliers to ensure getting the best quality and prices in the market
- Prepare the financial statements

General accountant

Elsakab company for general contracting real estate

02/2024 - 12/2024 Giza, Egypt

A company involved in general contracting and real estate.

- Follow up on collections with customers
- Following the treasury movement on a daily basis

EDUCATION

Bachelor of commerce, English section, Accounting department

Sadat City University

09/2018 - 05/2022 Sadat City, Egypt

SUMMARY

I am a detail-oriented accountant with experience in warehouse management and customer service. I have a strong background in financial accounting and excel in problem-solving and communication. My goal is to leverage my skills in a challenging environment where I can contribute to the success of the organization while furthering my professional growth.

STRENGTHS

Key Strengths

Adept at problem-solving, effective time management, strong communication skills, and a keen attention to detail.

LANGUAGES

Arabic
Native

English
Proficient

German
Intermediate

SKILLS

ms office

TRAINING / COURSES

Professional financial accounting (PFA)

English course from American University in Cairo