

Eslam Mahmoud Ahmed Elsamman

General Accountant / Chief Accountant

Qena, Qena, Egypt



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Summary

Professional with Twelve years of experience possesses multiple skills covering many financial areas such as financial Accounting, cost control principals, ledger analysis, financial statements.

Detail-oriented, efficient and organized professional with extensive experience in accounting systems. Possess strong analytical and problem solving skills, with the ability to make well thought out decisions. Excellent written and verbal communication skills. Highly trustworthy, discreet and ethical.

I have also experience in marketing products and services online to customers and i have skills make me a vantage point between the buyer and seller.

Personal Information

Nationality: Egyptian

Birth date : 1st September 1985

Gender : Male

Marital Status: Married.

Military Status: Exempted

Driving License : Oman-103680387

Qualification Data

Certificate: - Bachelor of Commerce.

Accounting Department, English section.

South Valley University.

Grade :-Good.

Date of degree: - 2007

Languages

Arabic: - Mother tongue

English: - Write – Reading and Talking

Experience

Online Accounting- Marketing jobs and Crypto currency trading

Sep 2021 - Now



General Accountant

ALNASSAJ TEXTILE

Apr 2020 - Aug 2021 (1 year 5 months)

- Supervise all regular accounting processes such as A/P and Journal Entries plus monthly closure accounts.
- Supervise and ensure efficient working of all financial transactions in organization. Assist departments in account reconciliation process on monthly basis.
- Administer all bank transactions and oversee data recording procedures monthly Analyze different general ledger accounts regularly
- Prepare journal entries and synthesize common ledger for subsidiary accounts. Collate bank statements, A/R and A/P on monthly basis.
- Provide support to safe keeping of internal expenses in company.
- Monitor account reconciliation, tax and calculations inclusive of cost accounting plus factory data recording process.

General Accountant

AL Salam kingdom food distribution-Muscat-Oman

Mar 2020 - May 2020 (3 months) Part time



Chief Accountant

Noor Alhamd food industries-Muscat-Oman

Jul 2018 - Feb 2019 (8 months)

- Preparing accounting entries
- Preparing monthly sales report
- Bank reconciliation, Ledger entries
- Enter Sales invoices on AlAmeen program.
- Enter cash in & out on AlAmeen program.
- Preparing Salary statement Report.
- Preparation daily sales&cash flow reports.
- Inventory Evaluation



Chief Accountant

Issam Baomar trading co-Barkaa-Oman

May 2017 - Jul 2018 (1 year 3 months)

- Preparing accounting entries
- Preparing monthly sales report
- Bank reconciliation, Ledger entries

- Preparing and reviewing monthly claims for clients
- Preparing Salary statement Report
- Bank Reconciliation , A/P A/R control
- Preparing financial statements.
- Analysis of financial statements



General Accountant

Medical Matters World-Muscat-Oman

May 2016 - May 2017 (1 year 1 month)

- Preparing accounting entries
- Preparing monthly sales report
- Bank reconciliation, Ledger entries
- Preparing and reviewing monthly claims for clients
- Preparing Salary statement Report
- Bank Reconciliation A/P A/R control
- Contribute with financial manager in preparing financial statements.



General Accountant

AlShalaby Motors-Jeddah- Saudi Arabia

Jul 2014 - Jul 2015 (1 year 1 month)

- Preparing accounting entries
- Preparing monthly sales report
- Bank reconciliation, Ledger entries
- Preparing and reviewing monthly claims for clients
- Preparing Salary statement Report
- Preparation of cost centers per car Monthly
- Bank Reconciliation, A/P A/R control
- Contribute with financial manager in preparing financial statements.



Assistant Accountant

Zaid Ali Abu-Haid Est. for Contracting-Riyadh

2011 - 2013 (3 years)

- Preparing accounting entries
- Bank reconciliation, Ledger entries
- Preparing and reviewing monthly claims for clients
- Preparing Salary Statement Report
- Preparation of cost centers per car Monthly
- Contribute with financial manager in preparing financial statements.

Licenses & Certifications



Data Science Challenger Track - Egypt fwd.-UDACITY-itida-Ministry of Communication & Information Technology

-  **Accounting Of Taxes** - M3aarf Platform
-  **International Accounting Standards** - M3aarf Platform
-  **Reading Financial Statements** - Corporate Finance Institute® (CFI)
-  **Accounting Fundamentals** - Corporate Finance Institute® (CFI)
-  **Performance Management** - KKUx- King Khaled University
-  **E-Marketing Certificate** - KKUx- King Khaled University
-  **Human Resources Foundations** - Project Management Institute-Lynda.com fromLINKEDIN
-  **Excel Essential Training (Office 365)** - Project Management Institute-Lynda.comfrom LINKEDIN
-  **SAP Financials Essential Training** - Project Management Institute-Lynda.com FromLINKEDIN
-  **Financial Accounting Certificate** - Project Management Institute-Lynda.com FromLINKEDIN
-  **International Business Driving License (IBDL)** - MDI -Missouri State University
-  **Accounting Diploma** - Egyptian Academy Chartered Accountants
-  **Peach Tree Training Certificate** - Egyptian Academy Chartered Accountants
-  **Excel Training Certificate** - Egyptian Academy Chartered Accountants
-  **Local TOEFL** - South Valley University
-  **International Computer Driving License (ICDL,)** - European Computer DrivingLicense Foundation
-  **Development of Thinking and Managerial Skills- Managerial Approach** - CAPSCU- Cairo University
-  **Development of Thinking and Managerial Skills-Behavioral Approach** - CAPSCU-Cairo University

Skills

Microsoft Excel • Microsoft Word • Microsoft Office • Accounting programs • Bank Reconciliation • Bookkeeping • Financial Accounting • Managerial Skills • Financial Reporting • Financial Statements Complex Problem Solving• Active Learning- Listening • Critical Thinking

Desired Job Features

Position: - **General Accountant-Chief Accountant**

Salary: - To be appreciated according to my experience.

Accommodation: - Inside or outside Egypt.

Contract: - with a good chance for promotions and salary improvements.

References

Available on request

Thank you and accept my best wishes

Eslam El-Samman