



BASSANT ELSAYED

Accountant | BCom, MBA, DBA

Contact

+20 1094414482

Alexandria, Egypt

bassant.bakr@gmail.com

[LinkedIn Profile](#)

Languages

Arabic: Native

English: Fluent

Education

Doctor of Business Administration (DBA) in Business Finance

Royal British College, UK, 2021 - present

Master of Business Administration (MBA)

Royal British College, UK, 2020

Bachelor of Commerce (BCom), Accounting, English Section

Faculty of Commerce, Tanta University, Egypt, 2001

Objective

Results-driven finance and accounting professional with more than 20 years of experience in financial management, budgeting, and strategic planning. Seeking a mid-level position in the UAE to leverage expertise in financial analysis, ERP systems, and team leadership to drive organizational growth and efficiency. Proven track record in financial management, team leadership, and process optimization.

Experience

DBA Student | Business Finance | Aug 2021 – Present

Royal British College, UK (online)

Financial & Business Freelancer Trainer | Mar 2008 – Present

Multiple Entities and Institutes:

- Advanced Studies International Academy (ASIA)
 - International American Center (CIA)
 - Information Technology Center (ITC)
 - Nahdet Misr NGO
 - Several Online Platforms
- Delivered specialized training in accounting and finance to professionals across various sectors.
 - Conducted workshops on financial management, budgeting, and cash flow optimization.
 - Developed and implemented training programs on MS Excel and accounting software.
 - Provided remote training through online platforms.

Accounting & Training Manager | Mar 2011 – May 2024

Tanta Modern Academy, Egypt

- Prepared financial reports, year-end closings, and annual audits.
- Managed annual budgeting, departmental budgets, and revenue forecasts.
- Analyzed financial performance and monitored investment portfolios.
- Developed and enforced accounting policies and internal controls for compliance.

Certifications

Training of Trainers (TOT) in Financial Management

American Society of Management, 2010

Microsoft Office Specialist (MOS) (Excel, Word), 2008

International Computer Driving License (ICDL), 2006

Oracle 8i Certified Professional Database Administrator

Arab Academy for Science, Technology, and Maritime Transport, 2002

Courses

Training Of Trainer (TOT)

American Society of Management, 2022

Data Analysis with Excel, 2021

Project Management, 2010

Specialized Computerized Accounting, (Excel, Peachtree, QuickBooks), 2008

UNIX Operating System, Programming Core Knowledge,

Visual Basic, Java Programming, Internet Technology, 2002

Database Fundamentals, Network Essentials, Internet Applications, 2002

Personal Details

UAE Visa: Dependent Visa

Availability: In 2 months

Marital Status: Married

- Led ERP system implementation to enhance accounting efficiency.
- Provided strategic financial insights and team training.

Achievements:

- Assisted in the boosting of sales by 30% over the last 5 years.
- Enhanced profit margins by 20% by developing an in-house platform for course delivery, resulting in significant cost savings.
- Increased productivity by optimizing time management and operational efficiency.

Accounting Manager | Jan 2009 – Feb 2011

Information Technology Centre, Egypt

- Supervised accounts payable, receivable, payroll, and general ledger functions.
- Maintained financial software, resolved technical issues, and liaised with IT and vendors.
- Developed finance-related policies and procedures.
- Managed staff performance, assigned projects, and conducted work evaluations.
- Oversaw bank reconciliations, variance analysis, and capital asset accounting.

Senior Accountant | May 2006 – Dec 2008

El-Saada Sweets Company, Egypt

- Advised clients on investment plans and managed investment decisions.
- Reported and resolved accounting discrepancies with management.
- Handled accounts receivable inquiries and trained junior accountants.
- Prepared and maintained financial statements and balance sheets.

Professional Accountant | Apr 2004 – Apr 2006

Xerox, Egypt

- Transitioned client accounts to computerized billing systems.
- Reconciled client accounts and processed financial transactions.
- Managed attorney numbers, rate changes, and safe contents.
- Handled postage charges and petty cash.

Accountant | Sep 2001 – Mar 2004

Mekka Confectionary Company, Egypt

- Managed bookkeeping, payroll, and bank deposits.
- Oversaw shipping, receiving, and inventory control.

Skills

- Finance Data Analytics
- ERP & Accounting Systems
- Advanced MS. Excel
- Project Management
- Problem Solving
- Negotiation Skills
- Presentation Skills
- Leadership Skills

Professional Skills

- Advanced proficiency in MS Excel and accounting software (QuickBooks, Quicken, Peachtree)
- Expertise in financial analysis, budgeting, and forecasting
- In-depth knowledge of accounting standards and regulatory compliance (Egypt and UAE)
- Skilled in auditing, internal controls, and taxation
- Proven abilities in cash flow management, risk management, and strategic planning
- Experience with ERP systems (SAP, Oracle Financials) and financial reporting tools
- Strong negotiation, problem-solving, and decision-making skills
- Leadership in team management and collaboration
- Effective communication and business writing skills