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Qalyubia - Obour - Fourth District -
Block 19009

SKILLS

Accounting & Finance

- Financial Reporting
- Accounts Receivable
- Accounts Payable
- Revenue Auditing
- Internal Controls
- Financial Analysis
- Budgeting
- Cash Handling

Leadership & Operations

- Team Leadership
- Process Improvement
- Client Relations
- Staff Training
- Conflict Resolution
- Problem Solving
- Time Management
- Deadline Management
- Adaptability
- Attention to Detail

Technical Skills

- Microsoft Excel
- Microsoft Word
- Fidelio PMS
- Micros POS
- ERP Systems
- Data Entry
- Internet Research

Communication & Training

- Communication Skills
- English Communication
- Arabic Communication
- Teaching & Mentoring

LANGUAGES

Arabic



English



ACCOUNTANT

AHMED MAHMOUD MOHAMED EL- MESTIKAWY

SUMMARY

Accomplished accounting professional with over 12 years of experience in financial management, team leadership, and process optimization within the hospitality sector. Demonstrated expertise in accounts receivable, auditing, and client relations. Adept at driving operational efficiency, mentoring staff, and delivering accurate financial reporting. Recognized for adaptability, strong analytical skills, and commitment to organizational growth.

EXPERIENCE

SENIOR ACCOUNTANT

Dome Marina Hotel | Ain Sokhna, Egypt July 2024 - Present

- Led month-end closing processes, ensuring timely and accurate financial statements for management review.
- Supervised junior accountants, providing training and support to enhance team performance and compliance.
- Implemented internal controls that reduced discrepancies and improved audit readiness.

INCOME ACCOUNTANT & CLIENTS

Dome Marina Hotel | Ain Sokhna, Egypt January 2020 - June 2024

- Managed daily income audits, reconciling revenue streams to ensure accuracy and compliance with hotel policies.
- Coordinated with clients to resolve billing issues, enhancing customer satisfaction and timely collections.
- Prepared financial reports for senior management, supporting strategic decision-making and forecasting.

RECEIVABLE & CREDIT IN

Dome Marina Hotel | Ain Sokhna, Egypt January 2017 - December 2019

- Oversaw accounts receivable operations, monitoring outstanding balances and initiating collection procedures.
- Evaluated credit applications, assessing risk and recommending credit limits to minimize financial exposure.
- Collaborated with sales and reservations teams to streamline invoicing and improve cash flow.

G. CASHIER & NIGHT AUDITOR

Swiss Inn Dome Marina Hotel | Ain Sokhna, Egypt

May 2013 - December 2016

- Conducted nightly audits of hotel transactions, ensuring all revenue was accurately recorded and discrepancies resolved.
- Managed cash handling procedures, maintaining strict adherence to financial controls and security protocols.
- Generated daily financial summaries for management, supporting operational transparency and accountability.

ACCOUNTANT

Al-Tawhid And Al-Nour Company | Cairo, Egypt

January 2012 - March 2013

- Processed accounts payable and receivable, maintaining accurate records and timely payments.
- Assisted in preparing monthly financial statements and supporting documentation for audits.
- Coordinated with vendors and clients to resolve account discrepancies and maintain positive relationships.

EDUCATION

BACHELOR OF COMMERCE - ACCOUNTING

Al-Azhar University - Faculty of Commerce

2011

Completed coursework in financial accounting, auditing, and business law.

Participated in university accounting seminars and workshops.

TRAINING COURSES

Comprehensive Accounting Diploma

Cairo, Egypt | July 2024 - July 2024

- Completed advanced accounting diploma covering financial analysis, reporting, and auditing.

English & Computer Course

Cairo, Egypt | February 2013 - May 2013

- Attended English and computer skills training at English Online Institute for Languages and Computer.

ICDL British Institute

Cairo, Egypt | September 2011 - November 2011

- Completed ICDL program at British Institute International.

ICDL Certification

Cairo, Egypt | July 2009 - October 2009

- Earned International Computer Driving License from Information Systems Department, Al-Azhar University.

English Language Course

Cairo, Egypt | July 2005 - August 2005

- Completed intensive English language training at the English Institute of Languages, Armed Forces.