

Amany Ahmed Mohammed

Egypt

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Objective

Dedicated and experienced accounting professional with proven success managing finances for mid-size commercial organizations. Seeking a role where I will be able to contribute my accounting skills, knowledge and experience to engage in a career that will allow for progress in terms of professional growth.

Experience

- City of Modern Science Institute** Oct,2023 - Jul,2024
Assistant Lecturer
Preparing and delivering lectures,workshops and seminars.
Setting and grading assignments, tests and exams.
Providing support to students and other colleagues.
Attending and participating in meetings and other events in and outside of the institution.
- HICS, Mahalla El-kubra** Oct,2022 - May, 2024
Teaching Assistant
Teaching to students under the supervision of professor, evaluating and helping them for improving their skills.
Participating in the educational and research process of the department.
Scientific research, one of it's most important field is the completion of postgraduate studies and promotion research.
- Al Rabeh for Import and Export** Apr,2022 - Aug,2023
General Accountant
Managing and supervising the daily operations, tasks and all payments & expenses that take place within the accounting department of the company.
Creating and maintaining financial files and records on the company's system.
Analyzing accounting data and preparing financial reports.
Preparing budgets and analyzing debts.
- El-ARABY Office for Accounting, Auditing and Taxes** Oct,2021 - Mar,2022
Trainee Accountant
Participation in the preparation of final accounts, financial statements, audit work and taxes for a number of companies & various activities such as:
* Import and Export. * Contracting.
* Affiliate distribution. * Private schools.
- Co-impact (student activity) in BSU** Sept,2020 - Jul,2021
HR Evaluation
Responsibility for helping, guiding and evaluating members in other committees and writing the reports for that.
Participation in the work and attendance of conferences and seminars.
Follow up on the organization's leadership and organizational culture.

Education

- Bachelor Degree, Beni Seuf University.** 2017 to 2021
Faculty of Commerce English Section - Accounting Major.
Excellent with honors

Skills

- Microsoft Office.
- Typing speed.
- Working on accounting software.
- Communication & Presentation.
- Fast learning & Flexibility.

Achievements & Awards

- Preliminary year of Master's degree in Financial Accounting at Ain Shams University.
- Performing Civil Service at the Ministry of Youth and Sports.
- Getting on an active member at HR Evaluation for 2020 to 2021 Season Co-impact BSU.
- Becoming from Top 20 on my college.

Interests

- Reading books, news and articles.
- Playing sports
- Travelling

Languages

- Arabic: native speaker.
- English: intermediate.

Reference

- **Dr. Osama Saied - Beni Seuf University**
Professor of Accounting
osamasaied1968@gmail.com
01099963452
- **Mr. Hussein Juma - El-ARABY Office for Accounting, Auditing and Taxes**
Chartered Public Accountant (CPA)
elaraby3at@gmail.com
01063437336

Internships & Workshops

- **Trainee at Tatweer International- learning Technology**
Essential work skills program
Sept,2020 - Nov,2020
- **Trainee at Banque Misr**
Aug,2020 - sept,2020
- **Workshop's attendance at Ministry of Finance Simulation, BSU**
2018 - 2019
- **Faculty of Commerce BSU with Ministry of Youth and Sport**
Soft skills and Employment skills
Oct,2018
- **Trainee at financial & Commercial Studies Center in BSU**
Self Management
Jan, 2018