Mohamed Ashraf Mohamed

Accountant

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Location: Cairo, Egypt.

Profile

A friendly, trustworthy person, who enjoys new working method with excellent communication skills, presentable, share and collaborate effectively with others, uphold the firm's code of ethics and business conduct,
follow risk management and compliance procedures, able to prioritize tasks and keep up-to-date with developments in the area of specialism and Pursuing in 2023.

Education

- Bachelor's degree in Accounting, Faculty of Commerce, Cairo University.
  Cumulative Grade (Accepted). September 2013 to July 2017.

Work Experience

Accountant Novoveint Egypt. From (DEC 2019 TILL NOW)

- Prepare journal entries prepared daily
- prepare receivable and payables reports on weekly basis
- Review the petty cash count sheet on a regular basis
- Obtain all the banks statements on a weekly basis
- Treasury Accountant
- Record warehouse operations "Pricing, adding and spending"

Accountant in MG Media. FROM (APR 2019 TO AGU 2019)

- Cash budget
- Monthly and annual transactions
- Bank statement reconciliation

Sales in Suez Canal for Insurance. FROM (MARCH 2018 TO SEP 2018)

- Collecting information from customers and arranging them on files to identify their risks in order to provide them with the appropriate solution
- Verifying insurance claims to enhance customer confidence and protect the organization's reputation
- Submit reports to management periodically on sales procedures

AL PRINCE TRANPORTATION FROM (2014 TO 2016)

-AR accountant

-AP accountant

Professional Courses

- PFA COURSES
- Microsoft Office
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Skills

- Microsoft Office
- Commercial acumen
- Communication Skills
- Time Management
- Planning & Decision Making
- Self – Confidence

Languages

- Arabic: Native Language
- English: Good

Personal

- Date of Birth: 22nd of Aug,1993.
- Marital status: Married.
- Military status:.Finshed The Service