AHMED SAID

Accounting Supervisor

PROFILE

Accounting Supervisor with (Twenty years of experience) and Seeking a challenging position in a big company as where my experience background and personal skills can be fully utilized where my communication and interpersonal skills can be proven and where I can help in developing the company for which I will work

CONTACT

PHONE:
01016188220

Address:
Maadi-Cairo-Egypt

EMAIL:
Ahmedsaid615@gmail.com

EDUCATION

Bachelor's Degree, Faculty of Commerce Ain shams University (1997-2001)
Major: Accounting
Grade: Good

WORK EXPERIENCE

Degla C.F.M – Accounting Supervisor
From 01/08/2024 Till now

- Making Interim payment certificate and following them up with the auditors
- Coordinated month-end closing processes to ensure completion ahead of aggressive deadlines.
- Accurately performed daily cash functions, including A/P and A/R tracking, budgeting, payroll transactions, expense management and various reconciliations
- Communicated with internal and external auditors to coordinate scheduled audits and compliance reviews.
- Developed and mentored 2 junior accountants, providing best practice accounting advice.

Newgiza for real estate and development – Accounting Supervisor
From 01/07/2011 Till 31/07/2024

- Making Interim payment certificate and following them up with the auditors
- Coordinated month-end closing processes to ensure completion ahead of aggressive deadlines.
- Accurately performed daily cash functions, including A/P and A/R tracking, budgeting, payroll transactions, expense management and various reconciliations
- Communicated with internal and external auditors to coordinate scheduled audits and compliance reviews.
- Developed and mentored 2 junior accountants, providing best practice accounting advice.

Degla for project management – Senior accountnat
From 01/07/2008– To 30/06/2011

- Making Interm payment certificate and following them up with the auditors
- Posted accounts receivable payments made by cash, cheque or credit card payments

Personal Data:

- Date of Birth: 21/03/1980
- Nationality: Egyptian
- Marital Status: Married
- Military Status: Exempted

Galala for Touristic Investment- Accountant
From 28/06/2004 To 30/06/2008

- Making Interm payment certificate and following them up with the auditors
- Communicated with internal and external auditors to coordinate scheduled audits and compliance reviews.

Royal Crown Hotel - Accountant
01/04/2002 To 07/06/2004

- Prepared quarterly tax returns and reviewed submitted documentation with auditors
- Posted accounts receivable payments made by cash, cheque or credit card payments.

SKILLS

Computer Skills:

- Very Good Knowledge of Microsoft Windows.
- Very Good Knowledge of Microsoft Office (Word, Excel, Power point.)
- Very Good Knowledge of (Internet)
- I got a course of (ICDL)

Language Skills:

- Native language Arabic
- Good command of both written and spoken English.

Personal Skills:

- Creative and developer in work.
- Confidant and Collaborator.
- Work under stress
- Self-motivated and motivator
- Active and dynamic
- Good team player: able to share responsibilities, confer with others, and help others do their jobs