MOHAMED ADEL MOHAMED ZEINHOM

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Date Of Birth : 13/08/2000 | Marital Status : single| Nationality : Egyptian

EDUCATION

Higher Institute of Administrative Sciences,
Bachelor's degree in Accounting, **2022**
Graduation year: 2022
Grade: Good

- **Graduation project: The role of financial reports in productive institutions,**
  I worked on preparing a comprehensive financial report that included an analysis of the financial performance of a specific company, which increased my knowledge of reporting principles and international standards.

PROFESSIONAL SUMMARY

- **Freshly graduated accountant, with exemplary grade, with strong knowledge of IFRS accounting principles. She has the ability to deal with computer software and Microsoft Office applications, and seeks a job opportunity to gain experience and develop skills in the appropriate field.**

EXPERIENCES

- **Trade Company for Medical Equipment Supplies** **From January 2022 to December 2022**
  Trainee accountant

- **My tasks were summarized in:**
  Preparing daily entries: recording all financial transactions accurately and quickly.
  Preparing financial reports: Contributing to the preparation of monthly financial reports, which improved management's understanding of financial results.
  Participation in inventory: Participated in annual inventory operations, which helped improve the accuracy of financial records.
  Financial Statement Analysis: Analyze financial data and use it to prepare reports for managers.

SKILLS

- **Preparing financial reports and analyzing financial statements.**
- **Ability to work with accounting software such as QuickBooks, SAP, and Tally.**
- **Strong skills in Microsoft Excel, Word, and PowerPoint.**
- **Good understanding of financial accounting principles and International Financial Reporting Standards (IFRS).**
- **High analytical and organizational skills.**
- **Ability to work within a team and adapt to the work environment.**

CERTIFICATES AND TRAINING COURSES

- **A training course in preparing financial reports**
- **Excel training course for accountants**
- **ICDL training course**
- **Financial accounting course.**
- **English course at Multi Vocab Academy**

LANGUAGES

- **Arabic: mother tongue.**
- **English: good.**

MILITARY SERVICE

- **Military service was performed in 2024**

INTERESTS AND ACTIVITIES

- **Follow developments in the field of accounting and financial reporting.**
- **Volunteer work in areas such as budget management and finance.**
- **Playing football as an amateur, which helps promote teamwork and physical fitness.**