HESHAM AHMED TMAM

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Date of Birth: 16 November 1985
Marital Status: Single
Nationality: Egyptian
Religion: Muslim

SUMMARY

Detail-oriented and results-driven Accountant with over 15 years of experience in financial and cost accounting within the engineering and construction sector. Skilled in managing financial records, preparing budgets, and performing cost analysis to support business decisions. Strong experience in dealing with banks, taxation, and electronic invoicing systems. Passionate about accuracy, financial control, and continuous professional development in modern accounting systems. Seeking a challenging position in accounting where experience in financial reporting, cost control, and accounting systems can be utilized to improve financial performance and support strategic decision-making within a dynamic organization.

PROFESSIONAL EXPERIENCE

Cost Accountant / Financial Accountant
Elakkad for Engineering Works – Cairo, Egypt **April 2008 – 2024**

Responsibilities:

- Recording and maintaining financial transactions in journals and accounting systems
- Preparing budgets, financial statements, and final accounts
- Managing cost accounting processes for construction projects
- Performing cost analysis and monitoring project expenses
- Handling banking transactions and reconciliations
- Managing tax-related activities and compliance
- Working with electronic invoicing systems and financial documentation
- Supporting financial decision-making through accurate reporting

EDUCATION

- Bachelor of Commerce – Accounting Department
- Banha University – 2008
- **Grade**: Accepted

COURSES & CERTIFICATIONS

1. Electronic Accounting using QuickBooks
2. Electronic Accounting using Odoo
3. General Accounting (Manual & Computerized)
4. Professional Financial Accounting (PFA)

SKILLS

Personal Skills:

- Strong communication skills
- Time management and organization
- Problem-solving abilities
- Attention to detail and accuracy
- Ability to work under pressure
- Teamwork and collaboration
- Decision-making skills
- Adaptability and flexibility

Professional Skills:

- Financial Accounting, Cost Accounting
- Budgeting & Forecasting, Financial Reporting
- Cost Analysis for Projects
- General Ledger Management
- Tax Handling & Compliance
- Banking Transactions & Reconciliation
- Electronic Invoicing Systems
- Microsoft Excel (Advanced)
- QuickBooks Accounting System

LANGUAGES

- **Arabic**: Native
- **English**: Good (Written & Spoken)