

Mostafa Khames Mohamed Aboelnaga

Kom hamada _Elbeheira
01027889282 | mostafaaboalnaga030@gmail.com

Personal Details

- Date of Birth : 9/9/1999
- Marital Status : Single
- Nationality : Egyptian

Objective

seeking for an opportunity to expand knowledge, gain practical experience, and apply what I have been learning, get self developed, and serve our community.

Education

- **Faculty of commerce Sadat university** 2021
Graduate
Good

Experience

- **Consulting Group for Accounting and Auditing** 2/1/2020 - 1/5/2021
Legal Accountant
Establishing companies. Preparing tax returns.
Approving ordinary and extraordinary assemblies, administrative decisions, and minutes of the partners' meeting.
Preparing tax and insurance positions.
- **Gabr maal** 1/6/2021 - 1/1/2023
Accountant
Classification of income, expenses, advances, and daily withdrawals. During the accounting program.
Continuous inventory. Resolving customer problems. Communicating with suppliers.
- **Training in agricultural bank Egyptian** 10/8/2021 - 2/9/2021
Accountant
Adapting to the nature of work. How to record data and information. Training on how to take and acquire experience from the senior members within the work system
- **Blant company** 5/3/2023 - 25/7/2023
Accountant
Registering checks and collecting money
Store inventory.
Dealing with all foreign currencies.
Learn some German, French and Russian words and speak them with the guest.
- **Growchem** 1/8/2023 - Until now
Accountant
Recording all daily financial transactions, such as sales, purchases, and expenses in accounting records.
Reviewing accounts payable and receivable to ensure accuracy.
Assisting management in preparing the annual budget and providing financial forecasts.
Calculating and disbursing employee salaries, preparing payroll, and handling related taxes.
Providing detailed analyses and reports to management to support strategic decision-making.

Courses

- Icdl productivity skills
Itc
25/1/2021
- Soft skills

Usam, online course

27/1/2021

- The American language course

Model Alex

13/9/2021

Languages

- Arabic. mother language
- English. good

Skills

- Computer skills M.S office, word, excel, power point , internet
- Communication skill
- Teamwork
- Management
- Listening
- Self learning