Ibrahim Youssif Ghazaly Badawy

Accountant

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Qena, Qena, 83512, Egypt

Detail-oriented Accountant with experience in inventory management, financial reporting, and accounts receivable. Skilled in ERP systems, financial analysis, and optimizing operations. Seeking a remote accounting position in a multinational company.

Work Experience

Accounts Receivable Accountant

Feb 2024 - Present

Plaza Hotel | Qena, Qena

- Manage and reconcile accounts receivable using an online ERP system to ensure accuracy and timely financial records.
- Process invoices, track customer payments, and follow up on outstanding balances to maintain a steady cash flow.
- Prepare detailed financial reports to support management decisions and ensure compliance with financial policies.
- Collaborate with other departments to resolve billing discrepancies and enhance customer payment experiences.
- Monitor aging reports and implement collection strategies to minimize bad debts.

Inventory Accountant

Jun 2020 - Feb 2024

Upper Egypt Flour Mills Company | Qena, Qena

- Oversee inventory transactions, ensuring stock levels are accurately maintained to prevent shortages or excess.
- Process purchase orders, verify receipts, and reconcile stock records with the ERP system.
- Conduct regular inventory audits and assist in identifying discrepancies, reducing errors in stock management.
- Allocate costs appropriately to different inventory categories, contributing to accurate financial reporting.
- Work closely with procurement and warehouse teams to optimize stock turnover and reduce waste.

Treasury Accountant

Jan 2018 - Nov 2018

Al Shefaa Hospital | Qena, Qena

- Processed daily cash transactions, ensuring accurate recording and reconciliation of financial activities.
- Managed bank deposits, withdrawals, and transfers while maintaining secure documentation.
- Assisted patients and customers with payment-related inquiries, ensuring smooth financial transactions.
- Prepared cash flow reports and provided financial insights to management for better decision-making.
- Ensured compliance with financial policies and supported the finance team with audits and reporting.

Education

South Valley University

Sep 2011 - Jul 2015

Bachelor Accounting
GPA: 81.95%

Languages

Arabic *(Native)*, **English** *(Advanced)*