



Emad Ahmed

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Professional Accountant Taxes& Financial

OBJECTIVES

Highly analytical, result-driven accountant skilled at working quickly and accurately under tight deadlines. Adept at all functions of accounting, including balancing sheets, processing payments, managing accounts payable and providing executive administrative support.

Work Experience

Smart Build Construction (May 2022– August 2024)

- Improve cash flow management with timely invoice and efficient collections practices
- Input financial data produce reports using “ Software “
- Managed tax compliance task, filling accurate returns on time to avoid penalties or interest charges
- Used double-entry accounting method and check back to manage daily entries to general ledger

Youssef Faheem Office (Nov 2019 – May 2022)

- Preferred job taxes accounting
- Handled day to day accounting processes to drive financial accuracy
- Documented cash, credit , fixed assets, accrued expenses, and line of credit transactions
- Detected and corrected mistakes early on and implemented systems to avoid recurring issues
- Prepared and filed tax forms to meet needs of customers
- Enhanced financial decision-making capabilities by providing timely, accurate information to management through regular performance reports

Skills

Accounting:	Expert
Tax Preparation	Expert
Tax computation	Expert
Microsoft Office:	Expert
Microsoft Excel:	Expert
Financial Accounting:	Expert

Education

Bachelor's Degree – Ain shams university - Egypt,
Cairo (accounting) May 2017

Languages

Arabic: Mother tongue
English: Intermediate