MOAZ MOHAMED

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❖ ABOUT ME

General Accountant with extensive experience in accounting, skilled in preparing accounting reports and tax strategies. I am enthusiastic about achieving a better professional future by gaining substantial expertise in the field of accounting to maximize the benefits for the company I work for.

❖ EXPERIENCE

ACCOUNTANT — May 2023 – May 2024

Al Baraka Food Trading Company - Kafr El-Shikh – Egypt.

- Preparing invoices for sales operations in the company using the (Al Rawda) accounting program.
- Managing accounts and financial records for the warehouse.
- Preparing accounting entries and recording financial transactions in the records.
- Entering company invoices and financial documents.

ACCOUNTANT — May 2024 – July 2025

Awlad Mohsen Electricity Trading and Distribution Company - Kafr El-Shikh – Egypt.

- Preparing accounting entries and recording financial transactions in the records.
- Preparing the trial balance every month.
- Entering data and information into computer systems such as invoices and financial documents.
- Managing company accounts and financial records.

❖ EDUCATION

Bachelor of Commerce (B.Comm.) – Accounting — 2019 - 2023

University of Kafr el-Sheikh, Kafr el-Sheikh, Egypt.

❖ HARD SKILLS

- Computer Skills.
- Microsoft Office.
- English (Reading, Writing, Speaking).
- Financial Reporting.
- Cost Accounting.
- Analytical Skills.
- Knowledge of Data Formatting.
- Data Entry Software Proficiency.

❖ SOFT SKILLS

- Communications Skills.
- Problem Solving.
- Ability to work under pressure.
- Time Management.
- Team Leadership.

COURSES & CERTIFICATIONS

- Concepts Of Information and Communication Technology (ICT), Using the Computer and Managing Files, Office 2016 (Word, Excel & Power Point), Cyber Security.
- Career Success and Excellence - Digital Platform for Distance Learning.
- Basics of Entrepreneurship and Starting Projects - Egypt International Foundation.
- Career counselling workshops within the framework of the Mashwary project.
- Personal planning and time management - Maaref platform.
- Human development - Maaref platform.
- Entrepreneurship - Maaref platform.
- Certificate for attending more than 20 hours practice in CAD (PFA – Advanced Accounting Excel – Taxes – Contracting – Factories – Hospitals – NGOs) Course.
- Certificate For Accounting (Book keeping – Excel Accounting – Financial Accounting in English – Construction Accounting – Peach tree – Oracle Financial Introduction) From Mansoura University – Digital Training Center.

INTERESTS & HOBBIES

- Reading & Writing.
- Travel.
- Drawing & Design.