YOUSSEF HUSSEIN TAHA

ACCOUNTANT

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Giza – Egypt
Egyptian

SUMMARY

1 years-experience seeking a challenging role in one of the well-known entities to make use of the knowledge I acquired throughout my past years in the finance industry in addition to my technical & management skills for the growth & success of the organization

EDUCATION

Bachelor's degree in Commerce from Ain Shams University, 2023, with a grade of Good.

EXPERIENCE

❖ **ACCOUNTANT**

- ❑ **At the Arab Group for Facility Management, from November 2023 to 2024**
- ❑ **Accountant of treasury,suppliers,bank,and payroll work**

PRACTICAL SKILLS

- **Monitoring and reviewing cash flow, ensuring the accuracy of debit and credit transactions and daily journal entries on a daily basis, and correcting errors if found**
- **Preparing purchase invoices and reconciling them with supplier accounts, ensuring the accuracy of entries and their related earned discount, source discount, and value-added tax, matching with suppliers, and providing monthly reports on this**
- **Reviewing monthly salaries for accuracy of allowances, advances, and taxes to net payable, and preparing the payroll accrual entry**
- **Bank Accountant: Prepares daily bank journal entries and reconciles them with bank statements, executes monthly bank reconciliations to ensure accuracy, and monitors bank accounts to ensure compliance with financial policies.**

PERSONAL DATA

- Date Of Birth: 8/5/2001
- Egyptian Nationality
- Marital Status: Single
- Military Service: Exemption

TRAINING COURSES

- ICDL course in 2023
- Financial Accounting course in 2023
- Training at the Office of the Certified Public Accountant Mohamed Abdel Raouf

SKILLS

- **Software , NON pro & information systems**
- **word&Excel very good command arrange**
  Good user for internet and windows applictions
- **Hard worker**
- **Cooperative and active Person**
- **Data analyst and accurate information**

LANGUAGES

- Arabic: Native Language
- English: Good