



WORK EXPERIENCE

Accountant

Khalaf General Trading Company and Contracting

11/2009 - 08/2010

Achievements/Tasks

- Manage all accounting transactions
- Prepare budget forecasts
- Publish financial statements in time

Store Keeper

Ahmed Selmy Paints Company

07/2010 - 03/2020

Achievements/Tasks

- Keeping a record of sales and restocking the store accordingly.
- Managing and training store staff.

Financial Audit

Salem Sabra Trading Company General and Contracting

01/2011 - 10/2023

Achievements/Tasks

- Researching companies in detail prior to commencing the auditing process.
- Planning financial audits of businesses from start to finish.
- Recommending and advising on subsequent actions and processes to be undertaken by the business.

Financial Manager

Palberg for printing Company

03/2015 - 10/2023

Achievements/Tasks

- Preparing business activity reports, financial statements, and forecasts. -Ensuring financial legal requirements are met.
- Developing financial reporting systems.
- Finding ways to reduce or maintain costs by studying financial reports and business processes.
- Analyzing market trends to discover business opportunities and maximize profits.

EDUCATION

Financial Management

Al-Azhar University

09/2007 - 06/2011

SKILLS

Proficient in computer programs

Good with office programs and the internet

Ability to work individually or in teams

Work well under pressure

Member of the Accountants Syndicate

Holds a driving license

COURSES

Excel Course

Future Center

Diploma in Financial Management

Rada Center

ICDL Course

Infinity Center

Trainer Preparation Course

Sharek Forum

Al Aseal Program

Smith Center

LANGUAGES

English

Full Professional Proficiency

Arabic

Native or Bilingual Proficiency