Ahmed Emad El-Din Nabwy Amer

General Accountant and Financial Manager
15 Hassan Elshaarawy Street, El-Marg, Cairo
📞 01023198845 | ✉️ ah2025emad@gmail.com
📅 03/01/1997 | Egyptian | 💍 Married

Objective

An experienced General Accountant with a strong background in financial management, bookkeeping, and inventory control. Highly skilled in handling financial transactions, preparing reports, and ensuring compliance with accounting principles. Adept at crisis management and maximizing financial efficiency through strategic planning. Seeking to contribute my expertise to a dynamic organization.

Experience

- **General Accountant | Samaya Square Company | 03/2023 - Present**

  - Managing financial transactions and maintaining accurate financial records.
  - Preparing monthly and annual financial reports for senior management.
  - Monitoring and controlling financial activities, including expenses and revenues.
  - Ensuring compliance with accounting standards and financial regulations.

- **General Accountant | Cash Wallet Company | 2023 - Present**

  - Handling daily financial transactions, reconciliations, and bookkeeping.
  - Coordinating with auditors to facilitate financial audits and compliance checks.
  - Developing financial plans and forecasts to enhance company profitability.

- **General Accountant | Cashat Technology and Development Company | 2021 - 2023**

  - Overseeing financial statements and ensuring accuracy in financial reporting.
  - Managing accounts payable and receivable, ensuring proper cash flow management.
  - Analyzing financial data to provide insights and recommendations for business growth.
  - Implementing cost-saving strategies and budget optimization measures.

- **General Accountant | Mas Plastic Factory | 2019 - 2021**

  - Recording daily transactions and managing general ledger accounts.
  - Monitoring inventory levels and coordinating with procurement teams.
  - Ensuring proper documentation of all financial transactions and contracts.
  - Assisting in budget preparation and financial planning.

- **Accountant | American Sweets Stores | 2018 - 2019**

  - Processing invoices, payments, and expense reports.
  - Handling bank reconciliations and verifying financial statements.
  - Supporting internal audits and compliance checks.

- **Accountant | Heliopolis Star Supermarket | 2017 - 2018**

  - Managing daily cash flow and sales reconciliation.
  - Tracking inventory movement and updating financial records accordingly.
  - Handling payroll processing and employee expense reimbursements.
  - Ensuring compliance with financial policies and accounting procedures.

- **Administrative Coordinator | Egyptian Youth Council | 2016 - 2019**

  - Coordinating administrative tasks and financial reporting.
  - Supervising event planning and managing project budgets.
  - Handling communication between different departments and stakeholders.
  - Preparing financial statements and assisting in policy development.

Education

Bachelor's Degree in Commerce and Business Administration

Helwan University, 2015 - 2019

Grade: Very Good

Professional Training & Certifications

- Accounting Training - Misr Housing and Development Company
- Accounting Training - Nasser Social Bank
- PFA Diploma - Online
- CMP P1 Course - Online
- Human Resources Course - Egyptian Youth Council

Professional Skills

- Proficiency in Al-Amin accounting software - Excellent
- Microsoft Office Suite - Very Good
- Adobe Photoshop - Very Good
- Problem-solving and crisis management - Very Good
- Time management and adaptability - Very Good
- Negotiation and communication skills - Excellent
- Ability to work under pressure - Excellent

Languages

Arabic - Excellent
English - Good

References

- - Mohsen Mohammed Mohsen | Chairman of Cash Wallet Company | 01110017855
- - Mohamed Mamdouh | Credit Dept. Manager, National Bank of Egypt | 01007034038