ZIAD ABD_ELHALEEM

ACCOUNTANT

Sidi Bisher Area, Alexandria city, Egypt | (020)1202402467 / (020) 1271873269 | zeyads.hassan77@gmail.com | www.linkedin.com/in/ziad-salah-05179723|

Dynamic and detail-oriented accountant with expertise in GAAP and comprehensive public accounting experience.

EDUCATION

Bachelor of Accounting | Faculty of Business, Alexandria University

Degree obtained June 2024

- **GPA: 3.152**

WORK EXPERIENCE

_Data Entry | Responsible for permanent inventory | Samar Abou Regella Pharmacies (Mandara area),

June 2022 – June 2024

- Entry daily medication bills.
- Monthly and daily inventory and observation of balance differences.
- Submit reports on account balances and clarify the reasons for the deficit or increase.

_Data Entry | Responsible for permanent inventory | El-Shaimaa Pharmacies (El-Asafra area)

June 2021 – June 2022

- Monthly and daily inventory and observation of balance differences.
- Submit reports on account balances and clarify the reasons for the deficit or increase.

_Data Entry | Responsible for permanent inventory | El-Abd Pharmacy (El-Mansheya area)

April 2019 – May 2021

- Monthly and daily inventory and observation of balance differences.
- Submit reports on account balances and clarify the reasons for the deficit or increase

TRAINING COURSES

_ Had successfully completed a training course in Comprehensive Professional Accountant From

Faculty of Business, Alexandria university. for 42 training hours, which professionally trained for:

- Chart of accounts.
- Documentary Cycle.
- Bookkeeping.
- General journal by using the American way.
- Subsidiary journals by using the French way.
- Managing dealing and controlling the movement of cash and inventory.
- Registration in customers' subsidiary ledger.
- Registration in suppliers' subsidiary ledger.
- Preparing the financial statements in according with the accounting standard.

Skills

- Commercial EXCEL.
- Microsoft Word.
- Data Entry.
- Bookkeeping.
- ERP SYSTEM.
- Very good in English.

جامعة الإسكندرية
ALEXANDRIA UNIVERSITY
FACULTY OF BUSINESS

CERTIFICATE

Center For Research & Commercial Studies

This is to certify that : ZIAD SALAH HASSAN ABDELHALEM

Born in : ALEXANDRIA Date : 13/04/1999

Has successfully completed a training course in

PROFESSIONAL COMPREHENSIVE ACCOUNTANT

During the period from : 27/09/2024 To : 01/11/2024

For 42 Hours Alexandria at : 02/11/2024

Dean	Center Director	Manager
Prof.Dr.AYMAN SHETEIWY	Dr.ALI SAAD	Mr.MOH YOUSSEF

0231248



شهادة

إلى من يهمه الأمر //

تشهد وحدة البحوث والدراسات التجارية بكلية الأعمال - جامعة الاسكندرية بأن المتدرب / المتدربة

زياد صلاح حسن عبد الحليم

قد حضر وشارك بفاعلية واجتاز بكفاءة عالية مشروع التخرج العملي الخاص بالدورة المهنية التدريبية:

دورة المحاسب الشامل المحترف

وقد تم التدريب خلال ٤٢ ساعة تدريبية انتهت في ٢٠٢٤/١١/١م على العديد من الموضوعات أهمها ما يلي:

تصميم دليل الحسابات - تصميم الدورة المستندية - إمساك اليومية العامة باستخدام الطريقة الأمريكية - إمساك اليوميات المساعدة وفقاً للطريقة الفرنسية - إدارة التعامل وضبط الحركة الخاصة بالنقدية والمخزون - التسجيل في أستاذ العملاء و أستاذ الموردين المساعد - إعداد القوانم المالية وفقاً لمعايير المحاسبة المصرية.

ختم مركز التدريب	تدريب دكتور / بسام فؤاد	وتدريب دكتور / تامر مرسي
	دكتور بسام فؤاد	دكتور/ تامر مرسي