Mohamed Ramadan
38 S Mohamed Awad El-Nour City El-Tawan Faisal, Giza, Egypt
01069805978-01224138875
mr856297@gmail.com

,

Dear Hiring Manager,

I am writing to express my interest in the Accounting Specialist position at Logicx Technology. When I read the job description, I was excited to apply since I have visited the facility and highly admire the care Logicx Technology provides to the chronically ill and disabled youth of the community. I believe the job duties listed align well with my skills. You need someone who is highly organized and effective and who can remain positive and pleasant under strict deadlines. I believe my experience and education serves me well for this role.

In my previous capacity as a Staff Accountant at LogicX, I accurately maintained multiple ledgers within Quickbooks while self-managing multiple projects and learning new concepts regularly under deadlines. I was responsible for compiling the company's financial statements for the purposes of providing it to the auditor. I acted as the liaison between the external audit team and the internal accounting department.

I have also worked in several customer service roles over the years prior to receiving my post-secondary education, allowing me to develop excellent communication and conflict resolution skills. I am proficient in accounting software including, but not limited to, MS Excel, Word, PowerPoint, and various other tax and accounting software.

Having worked on many teams and as a people-oriented person, I am very enthusiastic about the possibility to work with a diverse team while managing sole responsibilities as an Accountant. I welcome the opportunity discuss how my qualifications would be an asset to Logicx Technology' continued success. My resume is enclosed for your reference.

Sincerely,

Full Name
Mohamed Ramadan Elbadry Ahmed



MOHAMED RAMADAN

CALM-INTELLIGENT-SPEED-CONFIDENT-DECISIVE-DETERMINE

0106980597
8-0122413887

EXPERIENCE

Wasla
-
-

Cell center

Bonjorno
2019 - 2020

Free Lance

Eceta company is Subsidiary for Al Ahly Real Estate development
2022 -

In packaging

An Accountant

I still work in this company and I I have the ability to learn .I wanna develop my skills always. I wanna learn a lot of skills specifically Digtiat Marketing.

Eceta company is Subsidiary for Al Ahly Real Estate development
2022 -

Custodian of the Treasury -Data Entry -Auditing-accounting bookkeeper-Create accounting entries-invoice program organization-Texting -Preparing expenses and revenues entries-Supplier and debtor analysis-Preparing the income statement-Expense and revenue analysis-Preparing a cash flow statement-Budget preparation-Knowing accounting equations

Analyzing accounts, preparing check cashing requests, income statement, and cash flow statement, preparing daily entries.

Fico is Subsidiary for Al Ahly Real Estate development
2022 -

Treasurer Accountant-General Accountant

Analyzing accounts, preparing check cashing requests, income statement, and cash flow statement, preparing daily entries Bank reconciliations, accrual entries, preparation of expense and revenue entries, accrual entries, detection of errors in accounts and entries, and full review.

EDUCATION

Faculty of Commer From Helwan University
2018 - 2021
-

Good

OTHER INFO

Skills

Free Lance-Work under the Stress-Speeding in the Work-Soft skills (Communication - Adaptability skills - Conflict resolution skills - Time management - teamwork skills - negotiation skills - persuasion skills) - Good

Hard skills from my previous experience working period and educational background - Good

Interest

Digital marketing-Program-Design-reading books - learning of sales - learning of Spanish

References

English Course From Concept:
Advance Level .
Digital Marketing From Google

Languages

Arabic-English

Others

My What's app on 01125496942

Awards

Certificate of Achievement from Arcplan Group :
I have successfully completed Head of Financial Sector Diploma and satisfied The Requirements for Course with Grade Excellent

Certificate From Edraak :
1-ICDL
2-Microsoft Word
3-Microsoft Exel
4-Computer Basics
5-Internet Basics
6-Accounting for non-accountants
7-Accounting and Financial Management
8-presentation skill
9-Six pillars of success
10-Managing and organizing time and managing stress
11-Job interview skills
11-Goal setting and self-management skills
12-communication skills
13-leadership skills
14-Teamwork skill
15-Delegation and administrative guidance skill
16-Creative thinking, innovation and renewal
17-Problem solving and decision making
18-Emotional intelligence
19-presentation skill
20-Investment principles
21-Safe investment in economic crises