



Bassem Mohammad Kalhi

accountant

Summary

To be the Part of a Dynamic Organization where I can contribute my services towards its growth Development and work as a part of the Team to assist in achieving its corporate goals. Strong interpersonal skills, work ethic, professional demeanor, and initiative.

EXPERIENCES

- **Oriental Weavers** (From 2022 until now)

- I work at Oriental Weavers Company as a showroom accountant. I close monthly accounts and prepare daily reports on sales, disbursement, receipt, and bank transactions using ERP (SAP) programs.

- And work on office programs to record employees' vacations and the necessary daily reports on daily and monthly sales movement on a regular basis.

- **Office of the Chartered Accountant Mohamed Abdel Raouf**

- I worked as a financial accountant for two years, and the job tasks I performed were preparing financial statements, recording daily operations on Office programs, and registering customer and supplier accounts on a regular basis.

Education

Faculty of Commerce Aswan University, Aswan

Skills

Good knowledge of accounting procedures. Strong research and analytical skills. – Familiarity with accounting and office programs , Computer skills: Microsoft Office (Word-Excel-PowerPoint] Create Excel Accounting sheets , Personal skills: Excellent verbal and written communication skills. Ability to work to deadlines, under pressure. - Passion for continuous learning -Teamwork -Attention to Detail -Multi-tasking , Good user of ERP SYS -Adobe Photoshop.

ONLINE COURSES

- **ERP SYSTEM (self-study) Online**

- **Professional Financial Accountant (self-study) Online**

- Professional Financial Accountant Includes practical training on book entry, along with giving a review of all forms of books and how to prepare financial statements and analysis, in addition to intensive lectures in the Excel program and how to use it to do all stages of the accounting cycle. (16 hours) Excel Essential Training, Linkedin learning. online (8 hours 53 min)

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birthday

03/01/1996

Marital status

singl

The address

Cairo Helwan

Military service was

performed

*-Now I am studying a SAP
consulting course in
financial accounting .*

(Study time is 6 months)