

AHMED MOHAMED SHABAN

Junior Accountant

Cairo, Egypt

01024986055

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Military Service: Finished "2024"

Marital Status: Single

Summary

Junior accountant with skills in financial, cost and international accounting as skills and seeking to learn more in the field of accounting and strive for opportunities in the field of accounting

Work Experience

a chartered accountant's office

(July 2022 – October 2022)

- Preparing tax files
- Participation in review the financial statements

Al fahd contracting and supplies

(July 2023 – Desember 2023)

- ERB system, Oracle
- A store keeper, registration incomings outgoings, and transfers from inventory

Education

Bachelor of commerce : Zagazeig university

(2019-2023).

Major : Accounting Department .

Grade: Excellent with honors grade.

Member of the IMA Institute

(Credentionl ID:000010782315)

Skills

- Preparing the American daily by preparing the daily entries, the ledger account, preparing the trial balance and the financial statements in excel
- Take responsibility.
- Able to plan, organize, direct and control
- Microsoft Office package: Word, Excel, Power Point.
- Excellent communication skills
- Leadership
- Active listening
- Time management
- Online Study Continuously

Language

- Arabic :(native language)
- English : (good)

Training

- Professional financial accountant (PFA)
- Microsoft office (Excel & word)
- English (Four levels)