**CV NO. 1944636**

**Saeed**

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***Objective***

***It's not important that I work in a large organization or* a *small* *one,but what is important is that there is a cooperation between me and the work team to push the organization forward, and I need from the manager of your company to give me the trust to use all my talents and my experiences in my work, I believe I have the ability to work under pressure and always want to be distinguished in my work .***

***Education***

***B.S of Commerce – Accounting Dept. 2012***

***Ain shams University – Egypt***

***Work experience***

***Title:*** *accountant*

***Employer:*** *Rimo tours group*

***From:*** *2012 to 2014*

***Duties and Responsibilities:***

* *Working on customer accounts and review them overdue indebtedness and tell them to quickly repayment.*
* *Working on analysis of revenue and analysis of expenses, prepare income statement and determine the profit or loss at the end of financial period.*
* *Receive the notes receivable and review them after that send to the banks to collection it in the due date.*
* *Help account manager in the preparation of monthly salaries.*
* *Checking the expenses and prepare a report then submit it to the employer.*

***Title:*** *Financial accountant*

***From:*** *2014 to 2016*

***Duties and Responsibilities:***

* *Auditing the accounts of branches which include sales accounts, operating expenses, selling expenses, customer accounts, review receivables accounts and informing debtors to speed repayment****.***
* *Writing sales invoices and submitting them to the customer****.***
* *Entering all accounting data on the system and reviewing it and comparing the balance to the balance of the documents.*
* *Matching balances bank accounts with balances system and review movement of the collection of notes receivables.*
* *Doing entries of letters of credit and enter it on the system.*
* *Checking daily all ledger postings and doing necessary corrections if required.*

***Computer skills***

***Ms Word, Ms Excel, Peachtree, Oracle.***

***Courses and certificates***

***English conversation and General course – Berlitz Company***

***ICDL course - Akhbar Elyoum Organization supported by UNESCO***

***Financial accounting course – advisory Group.***

***Personal details***

***Gender*  :***male*

***Nationality* :** Egyptian

***Date of birth* :** 15/4/1991

***Religion* :** Muslim

***Marital status:*** single

***Languages***

***Arabic :*** *fluent*

***English:*** *Read, write and speak*

***Other skills***

I have background about sales, mobile spare parts and accessories because I worked in the free trade "delegate sales" before finishing my education and for good period of time after graduation.

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| **1944636 Saeed Hassan Attia – CV No**  Whatsapp +971504753686  To interview this candidate, please send your company name, vacancy, and salary offered details along with this or other CV Reference Numbers that you may have short listed from <http://www.gulfjobseeker.com/employer/cvdatabasepaid.php>  addressing to HR Consultant on email: [cvcontacts@gulfjobseekers.com](mailto:cvcontacts@gulfjobseekers.com)  We will contact the candidate first to ensure their availability for your job  and send you the quotation for our HR Consulting Fees. |