***Mohsen***

E-mail: mohsen.381744@2freemail.com

Professional Accountant

**C**areer **O**bjective

I am seeking a challenging opportunity with an expanding and progressive organization where I can utilize and develop my experience abilities and education as well as my communication and interpersonal skills.I’menriched by more than 7 years of experience on national and multinational organizations and has been exposured to different aspects of accounting functions, accordingly I am willing to utilizemy capabilities to design, set, implement and develop plans, to achieve goals and gain continual improvement.

**P**rofessional**E**xperience

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| **Position:** | Accountant |
| **Duration:** | September 2016 – May 2018 |
| **Employer:** | AL Sebaei Trading Company – Egypt |

* **R**esponsibilities and **A**chievements
* Prepared the documentary cycle and accounting system for accounting.
* Prepared the balance sheet and statements of work to clients and suppliers, salaries and banks.
* Responsible for the reporting of accounts receivable sales and special projects.
* Prepared data for corporate budget.
* Performed monthly and year-to-date budgeting functions.
* Implementation of accounting work in excel program.
* Implementation of accounting work on different accounting programs.

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| **Position:** | Accountant |
| **Duration:** | April2014 – August 2016 |
| **Employer:** | Valencia Décor Co. &Laurent Constructed and Engineering Co. –Qatar  |

* **R**esponsibilities and **A**chievements
* Prepared the documentary cycle and accounting system for accounting.
* Prepared the balance sheet and statements of work to clients and suppliers, salaries and banks.
* Responsible for the reporting of accounts receivable sales and special projects.
* Prepared data for corporate budget.
* Performed monthly and year-to-date budgeting functions.
* Implementation of accounting work in excel program.
* Implementation of accounting work on different accounting programs.
* Maintain and follow up current accounts.
* Make sudden actual inventory at different sites.
* control all employees inside company.
* Discover more theft and misappropriation within the company.
* Make good financial decisions which help managers to stop losing.

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| **Position:** | Accountant  |
| **Duration:** | April 2013 – March 2014 |
| **Employer:** | Wady Raf tourism Co.- Egypt |

* **R**esponsibilities and **A**chievements
* Prepared the documentary cycle and accounting system for accounting.
* Prepared the balance sheet and statements of work to clients and suppliers, salaries and banks.
* Implementation of accounting work in excel program.
* Implementation of accounting work on different accounting programs.

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| **Position:** | Accountant  |
| **Duration:** | May 2011 – March 2013 |
| **Employer:** | Distinguished Precaution Cleaning Services - KSA  |

* **R**esponsibilities and **A**chievements
* Prepared the documentary cycle and accounting system for accounting.
* Prepared the balance sheet and statements of work to clients and suppliers, salaries and banks.
* Implementation of accounting work in excel program.
* Implementation of accounting work on different accounting programs.
* Make sudden actual inventory at different sites.
* Make good financial decisions which help managers to stop losing.

**E**ducation

**B**achelorof **Accounting and Auditing**from Mansoura**U**niversity, **E**gypt –2010.

**L**anguages

* **Arabic:** Mother tongue
* **English**: Very Good command speaking and writing

**Training Courses**

* ICDL
* Good command of Internet usage.
* English Language course.
* Excel accounting program.
* Accountants preparation course (Manual and electronic).
* Peachtree, Tally, Al aseel, and Al ashal accounting systems.
* Diploma in financial accounting.

**B**io

* **Date of Birth**:13/11/1988.
* **Marital Status**: Single
* **Nationality**: Egyptian
* **Visa Status**: VISIT VISA