**Ahmed**

**Ahmed.203714@2freemail.com**

**Education Background**

**Pre-master’s of Accounting - Zagazig University, Egypt.(2016)**

**Bachelor’s of Commerce, Accounting – Good - Zagazig University, Egypt. (2007)**

**Trainings and Courses**

**Advanced Financial Accounting and budgets Unified (2011)**

**Accounting and bookkeeping and preparation of financial statement using Excel (2008)**

**Work History**

**Jan 2014 Sr. Accountant**

**Present Arma Group - Egypt - Agent of Arma Group Detergents and soaps**

* Prepares and records asset, liability, revenue, and expenses entries by compiling and analyzing account information
* Provide technical support and advice on [Management accountant](https://resources.workable.com/management-accountant-job-description)
* Maintains and balances subsidiary accounts by verifying, allocating, posting, reconciling transactions; resolving discrepancies
* Maintains general ledger by transferring subsidiary accounts, preparing a trial-balance reconciling entries
* Plan, assign and review staff’s work
* Support month-end and year-end close process
* Ensure compliance with GAAP principles

**Jan 2013 Sr. Accountant - Alfarouk comp. Meat Processing Ash sharqiyah, Egypt**

**Dec 2013**

* Perform a variety of professional accounting and financial analysis functions
* Complete detailed accounting transactions
* Reconcile and adjust financial statements with the general ledger
* Prepare and maintain accurate financial statements, records and reports.
* Summarizes financial status by collecting information, preparing balance sheet, profit and loss, and other statements.

**Jan 2010 Accountant - Annasban Holding Business – Operating and Maintenance**

**Mar 2012 Riyadh, Saudi Arabia**

* Accounts Payable
* Project accounts
* Account/bank reconciliations
* Preparation of financial transactions by Microsoft Dynamics G P
* Review Covenant own work with webmasters and determine the exchange policies and adoption

**Sep 2008 Accountant**

**Dec 2009 Agent of Arma Group Foods & Beverages Ash sharqiyah, Egypt**

* prepare journal entries
* complete general ledger operations
* monthly closings and preparation of monthly financial statements
* reconcile and maintain balance sheet accounts
* draw up monthly financial reports
* prepare analysis of accounts as requested
* assist with year-end closings
* administer accounts receivable and accounts payable

**Skills**

* Problem Solving
* Ability to work well under pressure .
* I.T. Skills & Microsoft Office
* Teamwork Skills
* Microsoft Dynamics GP.
* Salesbuzz.
* peachtree
* **Language:**

Arabic: Native

English: Upper-intermediate

**Personal Information**

* Date of Birth: 10 Sep 1986
* Nationality: Egyptian
* Marital Status: Single
* Visa Status: Visit Visa