

Ahmed Badawy Khalil Mostafa

Contact Information »

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Objective ▾

A challenging developing Career Opportunity as An Accountant in a well-established Organization that encourages self-Growth, provides professional Environment, where I am able to utilize my Abilities and enhance my Experiences.

Work Experience ▾

Present job :

AL HADDADTELECOM COMPANY

AR Senior Distribution Accountant Receivable Section : AL HADDAD TELECOM from Sep. 2007 till now.

- Experience in Oracle ERP system for 6 years .
- Review for accounts receivables.
- Review for accounts payables.
- Review the company's treasury.
- Insert for shipping cost.
- Review & Insert shortage of inventory of warehouses.
- Control of goods cost.
- Monthly reconciliations for AP trial balance - Open the GL applications and following up with the bank and vendors.
- Record the recurring entries related to AP function & AR function.
- Action monthly statements to customers' accounts and compliance.
- Prepare Journal Entries and Trial Balance.

last JOB:

Three corners for tourist company:

Job title: **Accountant**

Jan. 2006 - Jan. 2007

- Book Keeping.
- Preparing General Ledger.
- Designing and Preparing Accounts through Computer.

Education ▾

- Bachelors of Accounting Department Faculty of Commerce south valley University.
- Degree: Acceptable
- Department of Accounting
(Accounts pay able – Accounts receivable – Assets – Taxes – Cash management).
- Course of accounting manual and by excel.
- Study English Language Course.

Skills ▾

Knowledge of:

- Microsoft office (Word, Excel).
- Experience in supervising project and Team activities.
- Knowledge of office processes, procedures, and technology.
- ERP systems with Microsoft Business solutions (Great Plains).
- Knowledge and understanding of computerized accounting systems.
- Skill in the use of personal computers and related software applications.
- Internet (able to search on websites & get any data for business needs).

Ability to:

- Work well under pressure.
- Earn new computer system quickly.
- Learn and support new applications.
- Work one-on-one with staff on any projects.
- Ability to communicate effectively, both orally and in writing.
- Work with department managers and corporate staff to develop business plans.
- Ability to read and interpret accounting and financial reports.

Language ▾

Arabic Arabic (Native)

English English (good) - Write & read both.

Personal Information ▾

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- Nationality: Egyptian
- Birth date: march 1983
- Gender: Male
- Marital Status: Married

Iqama Status:

-Transferable.

- Accountant .
Driver's license