



SAYED SHAWKY FOUAD

DAMMAM K.S.A.

OBJECTIVES : Seeking a job for

Chief Accountant

Profile : Around 24 years

experience in Accounting&Managment

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PERSONAL INFORMATION:

Date of Birth: 14/9/1974, Cairo, Egypt

Gender: male

Marital Status: married

Nationality: Egyptian

Military Service: Finished

Religion: Muslim

EDUCATION:

CAIRO University, GIZA, EGYPT

Faculty Of Commerce 1998

Concentration: Accounting

EXPERIENCES:

SALEH F. ALQAHTANI CO

MAR2019: NOW

AL-DAMMAM-SAUDIA ARABIA

CHIEF ACCOUNTANT.

- * Prepare all financial reports
- * Prepare all VAT Report
- * Preparing bank reconciliations
- * Preparing inventory adjustments, inventory control, and inventory counting
- * Prepare annual budgets and follow up on their implementation reviewing and following up all account balances and auditing them
- * Preparing the quarterly tax statements to raise them for zakat
- * Provide financial and management advice in all operations

Resal Holding , Lucca steak house Rest.

June 2017: FEB2019

AL-DAMMAM-SAUDIA ARABIA
CHIEF ACCOUNTANT., Cost Controller

- * **Control of food and beverage costs.**
- * **Inventory control of raw materials.**
- * **follow-up Of periodic and annual inventory.**
- * **detection and treatment of deviations.**

MIRZA AL JISHI TRADING EST

MAY2015 TO MAY2017

AL-DAMMAM-SAUDIA ARABIA
CHIEF ACCOUNTANT.

- **Preparing ALL financial statements**
- **Preparing the Balance Sheet.**
- **Preparing the customer account statement.**
- **Preparing the monthly financial report of company.**
- **Preparing the Banks Reports .**

ELORMAN SCHOOL

Aug. 2009 TO 2015

CHIEF ACCOUNTANT

- **Preparing ALL financial statements**
- **Preparing the trial balance.**
- **Preparing the customer account statement.**
- **Preparing the monthly financial report of company.**
- **Preparing the Banks Reports .**
- **Working on ALL accounting Programs .**

NATIONAL MOTORS EGYPT Co., Cairo, Egypt .
ACCOUNTANT&ASISTANT CHIEF

Feb 2004 to July 2009

- **Maintaining the customer accounts in computer and follow it.**
- **Preparing the customer account statement.**
- **Preparing the monthly financial report of company.**
- **Preparing the monthly trial balance.**
- **Working on ASCON and ALL accounting Programs.**
- **Participated to prepare financial statements.**
- **Participated to Sales Cars.**

EGYPTIAN GROUP Co., Cairo, Egypt
ACCOUNTANT

Jan. 1999 To Jan 2004

- Recorded in general journal.
- Recorded in ledger.
- Worked on ALFA EGYPT accounting program.
- Opening new channels with the companies for making orders.
- Receiving the orders from customer and negotiation with them on the price.

TRAINING:

YAT EDUCATION CENTER, EGYPT

DEC. 2001...

Training on **BANKING AND ACCOUNTING WITH COMPUTER**

YAT EDUCATION CENTER, EGYPT

NOV.2000

ACCOUNTING AND QUICK BOOKS WITH COMPUTER

AIN SHAMS UNIVERSITY, SCIENTIFIC COMPUTING CENTER

ACCOUNTING WITH COMPUTER

SKILLS:

Language

Fluent in Arabic and good in English

Computer knowledge

Windows, MsOffice, Power Point

SPECIAL SKILLS:

- Ability to work at any place at any press
- Ability to handle the difficult situation
- Good appearance &diplomacy in conversation and knowledge in the management skills

OTHER INFORMATION (ACTIVITY) :Faculty of commerce student union

In 1995 chief of social and travels committee 1995

In 1996 chief of arts committee 1996

In 1997 chief of student union 1997