



PERSONAL INFORMATION

MOHAMED ABD ELRAZEK ELSAYED

- modern accounting
- Business developer
- Member of the General Assembly of the Chamber of Commerce
- Advisor to the Public Relations Committee

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| • Religion | Muslim |
| • Nationality | Egyptian |
| • Date of birth | 10/10/1987 |
| • Recruitment position | completely exempt |
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THE BRIEF

I work as a chartered accountant and work in the field of comprehensive marketing and integrated development



CONTACT



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EDUCATION

- Bachelor of Commerce, accounting Department, Alexandria University | 2012
- He holds a diploma (ICDL) from the AGC of the Ministry of Higher Education and Scientific Research, with a grade of excellence | 2008
- He holds a TOEFL certificate from AGC approved by the Ministry of Higher Education and Scientific Research, with a grade of "excellence." | 2009
- Holds a Certificate in English Language Jobs (Speaking, Listening, Writing and Reading) from Syllabus accredited by the University of Alexandria, with a grade of Excellent | 2010
- He holds a certificate of differentiated marketing from New Horizons centers of the Ministry of Higher Education and Scientific Research, with a grade of excellence | 2012
- He holds a certificate of preparing marketing plans from New Horizons centers affiliated to the Ministry of Higher Education and Scientific Research, with a grade of excellent 2012

TESTIMONIALS

- He holds an infection control certificate from ITCDC for a training program on infection control and dealing with viruses, affiliated to the Ministry of Social Solidarity | 2020
- Holds an advanced modern accounting certificate from MDC for a training program for advanced accounting affiliated to the Ministry of Social Solidarity | 2019
- Holds a marketing and sales management certificate from ITCDC for a training program for marketing and sales management affiliated to the Ministry of Social Solidarity | 2019
- He holds a financial analyst certificate from the Professional Association for Human Resources Management on a training program for financial analysis affiliated to the Ministry of Social Solidarity | 2017
- Holds a Certificate in Public Relations Management from the Professional Association for Human Resources Management for a training program for customer relations management affiliated to the Ministry of Social Solidarity | 2017



SKILLS

- I work on all office programs | Word, Excel, Access, PowerPoint, Outlook, Groove, InfoPath, Publisher
- I work on all internet programs | Download, upload, search, Google, function
- Supervise the qualification of accountants and the selection of external auditors in case the company is new.
- Follow up the daily book of accountants, and keep their own book collection to view the financial statements of the establishment.
- Facilitating the tasks of the external auditors to prepare the budget of the establishment and to study the conditions of its subsidiaries to assess its financial position
- Permanent coordination with the external and internal auditors of the facility, and follow-up of accounting matters in relation to the documents and the followed policy of the facility.



EXPERIENCE

- Communicate with banks, financial institutions and insurance companies to support financing and solve problems related to the company.
- Work on developing companies and increasing profits by developing a professional marketing plan and integrated development
- Develop measurement tools to achieve the target and discuss them with management
- Establishing a tight administrative system suitable for the speed and quality of performance within the company
- Taking into account flexibility in drawing up strategies in anticipation of any emergency economic conditions that the company is going through
- Using the expertise and distinguished cadres in your work and involving them in developing plans and setting goals
- Measuring the results of strategies continuously and making the necessary improvements to achieve development



PREVIOUS JOBS

- Marketing officer in Fathallah Markets, wholesale market
2009: 2011
- Real estate marketer in Carthage Towers Muharram
Pasha Group
2012: 2013
- Marketing Manager at Change Road Advertising Agency
2014: 2015
- Marketing manager for orchado e-marketing company
2016: 2017
- Exclusive distributor in Alexandria for UE-SYSTEM
Software
2017: 2018
- Marketing Director of Al-Waleed Host Company for
electronic marketing
2018: 2020
- Accountant and marketing manager for Al-Abyad
Tourism Company
2018: 2020
- Marketing Director for Virgin Software
2018: 2020
- Marketing Manager for ROCK - IT Mobile Trading
Company
2018: 2020
- Marketing Director for Now News Agency
2020: 2021
- Director of BDC Comprehensive Marketing, Integrated
Development and Project Management
2021: 2023



PROFESSIONAL ACHIEVEMENTS

- In the field of holding exhibitions and conferences

Organizing the (Ramadan Suhoor) party on the 27th night of 2017 for the ROCK-IT Company for Mobile Trading, which is one of the companies of Al-Abyad Group, and in honor of the presence of the Governor of Alexandria, Major General Tariq Al-Mahdi, as well as a group of community stars in art, journalism, media, and senior mobile dealers in Egypt, with the aim of being present and spreading and achieving the highest sales for the company at that time to be The first agent for major global mobile companies, and I already got the OPPO, Huawei and Redmi agencies

- in the field of marketing

Obtaining the Excellence Award with (UE-SYSTEMS) presented by the Ministry of Communications for the arrival of the company's various software packages to all governorates of Egypt and selling them to more than ten Arab countries and opening Gulf markets with an unprecedented sales volume of the Best Account Management Program, the Assistant Program for Employee Attendance and Dismissal, and other programs for the medical and educational field
field | 2018

- in the field of accounting

Managing the accounts of a group of companies, Al-Abyad Tourism, (Rock-IT) Mobile Phones, Abu Al-Enein Computer Trading Company, and Fursan Tech Information Technology Company. And assisting many companies and individuals in obtaining financing from various banking agencies by completing the required legal and accounting papers and financial analysis of their economic situation.



PROFESSIONAL ACHIEVEMENTS

• PART 2

- in the field of organizing trips

Contracting with his black coach, (Mahasin Al-Helou), in the influx of internal entertainment trips from Alexandria to Matrouh over a period of three years within the summer trips of 2018 2019 2021, with a full entertainment program for groups, including accommodation, internal and external transfers, and visiting the beaches of Al-Gharam, Cleopatra, Al-Abyad and Ajiba

- in the field of integrated development

Training a team of 30 people for Alwaleed Host Software and E-Marketing Company with the aim of achieving the highest percentage of sales by developing an innovative marketing plan, as well as developing measurement tools to achieve the goals of that plan, following up the work team in achieving them, and motivating them financially and morally, so that the company's sales increase by 200% as a result.

field | 2018

- in the field of development

The approval of the Supreme Commission and the Membership Committee to join us as a consultant in the fact-finding committee and to enjoy all the rights, privileges and immunities stipulated in the International Federation in Paris and Geneva, with the accreditation of the International Organization for Development and Human Rights registered with the NGO in the United Nations, in appreciation of our honorable national role in improving the human rights situation in Egypt and supporting the army, police and political leadership in Fighting terrorism, developing slums, and many promising initiatives



You can learn marketing in a day, but it will take your whole life to master it. (Philip Kotler)