



Mohamed Ibrahim Mohamed

Accountant & Graphic Designer

OBJECTIVE

- firstly i would like to thank you for giving me the chance to offer my abilities to apply for in your respectful company looking forward to hear from you soon .




EDUCATION

- Bachelor of Commerce ,Accounting department
Alexandria university 2013



Work experience

- Captain order at Hilton cornish hotel 2008 : 2013
 - ▶ Working in the field of tourism and serving guests as a captain order
- Customer service at RIGTADSL 2015 :2016
 - ▶ Working at thr customer service , responding their inquirees, Making contractsfor internet lines, Working at technical support department and solving internet outage problems
- Sales at A.P.U 2015 : 2016
 - ▶ Working at sales department, follow up costumers and provide pharmacies with the necessary requierments
- Sales at Future Farm 2016 : 2020 .
 - ▶ Working at sales department, follow up costumers and provide pharmacies with the necessary requierments
- An accountant at Flex Egypt for media & advertisement.
 - ▶ Working as an accountant of Alexandria branch of Flex Egypt for advertising service
 - ▶ Working on the Oracle program masterfully and professionally for 4years
 - ▶ Follow the cash movement in the treasury, prepare daily sales reports
 - ▶ Follow up and audit clients' accounts



Contact Information

-  01273806021
-  mdiab857@gmail.com
-  Alexandria , Egypt



personal information

-  June,6,1991
-  Vallet

Languages

-  Arabic : Mother tounge
-  English : Good

Hobbies

-  Reading
-  Music

Computer Skills





-  Able to use Microsoft office to complete my missions
 - ▶ Microsoft office word
 - ▶ Microsoft office Excel

- ▶ Enter the sales and exchange authorizations and sales returns and complete the branch's banking transactions
- ▶ Preparing the financial statements of the branch and submitting them to the audit department monthly

Personal Skills

- ▶ Working under pressure
- ▶ Working in total and solo
- ▶ Ability to learn new concepts quickly
- ▶ Self-confident , eager to learn , logical way of thinking , problem solving

Courses

- ICDL diploma
 - ▶ Microsoft office Word
 - ▶ Microsoft office Excel
- English learning course
 - ▶ Reading , Writing , Speaking
- Graphic Design diploma
 - ▶ Adobe Photoshop 
 - ▶ Adobe Illustrator 
 - ▶ Adobe Indesign 
 - ▶ Adobe XD 

Why Mohamed

- Currently looking for a full time position in a reputable organization that offers a greater challenge, increased benefits for me and the opportunity to help the company advance efficiently and productively

Last update

- JANUARY, 20 ,2021