

# KAREEM

## Mahmoud Mohamed Mahmoud

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### Personal Profile

<b>D.O.B</b>	: March 11, 1989.
<b>Nationality</b>	: Egyptian.
<b>Place of Birth</b>	: Minia .
<b>Gender</b>	: Male.
<b>Marital status</b>	: Single.
<b>Military status</b>	: Not Required
<b>Address</b>	: 11 Ahmad Hassan St. – ElMaryotia Haram – Giza. : 4 <sup>th</sup> Section – BaniMazar – Minia.

### Education

<b>University Degree</b>	: Bachelor of Commerce.
<b>University</b>	: Bani-Suef University.
<b>Faculty</b>	: Commerce.
<b>Major</b>	: Accounting Dept.
<b>Grade</b>	: Accepted.
<b>Graduation Year</b>	: June 2010.
<b>Languages</b>	<ul style="list-style-type: none"><li>• Arabic (Mother Tongue).</li><li>• English (Spoken &amp; Written) Very Good.</li></ul>

### Work Experience

#### **[Since August, 2015 ] [Bancassurance sales officer] [Allianz]**

- Conducting the sales of Bancassurance plans to Bank customers through Bank Branch.
- Following clients policies and premiums deduction.
- Resolves product or service problems by clarifying the customer's complaint; determining the cause of the problem; selecting and explaining the best solution to solve the problem; expediting correction or adjustment; following up to ensure resolution.
- Assist President with sales and marketing activities in order to grow the business and build a larger client base.

#### **[May, 2013] [Accountant] [Nassar Egypt Gold Co.]**

- Checking employees and clients expense reports.
- Monitoring of cash-flows.
- Payment of invoices.

#### **[Sept, 2011] [Accountant] [ElZahraa Private Sc.]**

- Checking employees and clients expense reports.
- Monitoring of cash-flows.
- Payment of invoices.

## Courses & Trainings

**[June, 2008]**      **[Banking Basics]**      **[Egyptian Banking Institute]**  
Certificate From Egyptian Banking Institute Acknowledges completing "Basics Of Banking " Course.

**[August, 2008]**      **[General English]**      **[AUC]**  
Certificate From The American University in Cairo Acknowledges Completing of 13 levels of the General English Course.

**[June, 2009]**      **[ICDL]**      **[Smart Training Center]**  
ICDL Certificate that has successfully passed all modules required for the granting of ICDL V4.0.

**[August, 2009]**      **[Accounting by computer]**  
**[Egyptian institute for accountants and auditors]**  
Certificate from Egyptian institute for accountants and auditors for having successfully completed the integrated training program for "Accounting by computer" for six months.

**[July, 2011]**      **[English conversation]**      **[AUC]**  
Certificate From A.U.C Acknowledges Completing Level 3 & 4 of "English conversation" Course.

## Skills

- Able to work under pressure.
- Self motivated, reliable and clear thinking.
- Attentive to details.
- Challenger, Energetic, Optimistic, Dynamic and Creative

## Interests

Internet, Socializing, Charity work and Cars.