



# MOSTAFA ABDELFATAH

Senior ACCOUNTANT

## About Me

To obtain an accounting position where I will be able to contribute my skill, knowledge and experience to a company that will give me an opportunity to develop my career.



01148505357



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Giza

## PERSONAL SKILLS

- Self-commitment
- Communication Skills
- Time Management
- Problem Solving
- Multi-tasking
- Active Listening

## TECHNICAL SKILLS

- Ms Office
- Financial Analysis
- Microsoft Dynamics AX 12
- SAP System
- Odoo System

## LANGUAGES

Arabic  96%

English  60%

## EXPERIENCE

### Etmana E Commerce

#### Senior Accountant

5-2023 - Till Now

- Recording all purchase invoices and paid payments in the suppliers account statement
- Record sales and returns of suppliers to calculate the sales commission
- Reconciliation of balances with suppliers
- Preparation of Form 41
- Preparing online bank transfers to CIB Bank
- Preparing bank reconciliation settlement

### ELLAITHY AUTO GROUP

#### AR Accountant

4-2021 - 4-2023

- Sales recoding
- Customer payments recording
- Follow up of customer indebtedness
- Issuance of sales invoices

### Swvl ( SPACE CAR )

#### GL Accountant

2019 - 1-2020

- Reviewed all accounts in terms of accounts receivable, payments and expenses.
- Responsible for auditing all accounting operations.

## EDUCATION

### CAIRO UNIVERSITY

BACHELOR DEGREE IN ACCOUNTING 2019,  
FACULTY OF COMMERCE.

### Cairo University

PROFESSIONAL FINANCE ACCOUNTANT ( PFA )  
2019