<u>Personal Data:</u>

Name : Anwar Amr Ahmed

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Military Status : Fulfil

Phone Number: 01276580840 /01146465874

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<u>Summary:</u>

An Active listener and Strong Communicator Salesman with more than Four years of Experience in Retail sales industry, who owns Customer Focus, Target Achievement, Problem Solving, Results Orientation Competencies.

I have experience in financial accounting and tax accounting

WorkExperlence :

Position: Financial Accountant, Tax Accountant, Branch Controller

Period: From Nov. 2022 until now

Company: Jakamen Company

Job Description:

- Bank account review
- Follow-up and disclosure of bank accounts
- Monitoring branches in terms of branch expenses, sales
- operations and customer deductions.
- Payment employees' salaries is branches
- Monthly reports for branches regarding expenses and
- withdrawals of partners
- Payment of salaries to employees of branches
- Working on (Odoo) Accounting System (ERP)
- Making reports of tax invoices for branches

JAKAMEN

Position: Financial Accountant, Tax Accountant, Branch Controller

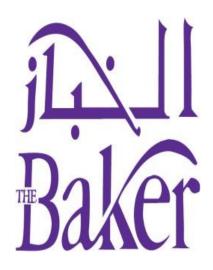
Period: From Jan 2020 until 2022 (2 Years)

Company: Baker Company

Job Description:

Bank account review

- Follow-up and disclosure of bank accounts
- Monitoring branches in terms of branch expenses, sales operations and customer deductions.
- Payment employees' salaries is branches
- Monthly reports for branches regarding expenses and withdrawals of partners
- Payment of salaries to employees of branches
- Working on (ASCON) Accounting System (ERP)
- Making reports of tax invoices for branches



Position: Indoor direct manger store

Period: From Jan2018 till Ian 2020(2 Years)

Company:Orange Telecommunication Company

Job description:

- Sell Retail products to consumers inside the branch
- Represent and promote the brand with products and services at showrooms.
- Demonstrate products and show consumers how to maximize their features.
- Explain different customizable features.
- Up selling on each sale.
- Check inventory to ensure product is in stock.
- Organize & handle all products in the stock room.
- Ensure pricing & code is correct.
- Operate cash registers.
- Count the day's money transactions at the end of the day.
- Collect methods of payment and dispense change.
- Collect the correct customers' data for the company.

Work Experience:

Position: managerial Accountant

Period: From Jan2016 till June 2017

Company: Aman Company

Job Description:

- Monitor Cash Balances
- Check Invoices
- Write Financial Data Reports
- Manage Investments





Position: Indoor direct Sales Specialist Period: From Jan 2013 Till Ian 2014 Company: Etisalat Telecommunication Company

Job Description:

- Sell Retail products to consumers inside the branch
- Represent and promote the brand with products and services at showrooms.
- Demonstrate products and show consumers how to maximize their features.
- Explain different customizable features.
- Up selling on each sale.
- Check inventory to ensure product is in stock.
- Organize & handle all products in the stock room.
- Ensure pricing & code is correct.
- Operate cash registers.
- Count the day's money transactions at the end of the day.
- Collect methods of payment and dispense change.
- Collect the correct customers' data for the company.



Position: Indoor direct Sales Specialist

Period: From Jan 2013 Till Ian 2014

Company: Mobil Shop Company

Job Description:

The Same Duties and Responsibilities that mentioned above



Position: Accountant

Period: From Jan 2014 Till Ian 2015

Company: Venus Company

Job Description:

- **Provide financial information to management by preparing reports.**
- Prepare asset, liability, and capital account entries by compiling and analyzing account information.
- Document financial transactions by entering account information
- Prepare Account and Tax Returns

Education:

Cairo University

Bachelor's degree of Commerce, Majored in Accounting major 2016

Competencies&Skills:

Core Competencies:

- Customer satisfaction
- Accountability
- Commitment
- Innovation
- Integrity
- Transparency
- Creativity

Functional Competences:

- Communication
- Problem solving
- Negotiation
- Team work
- Time management
- Multitasking
- Adaptability
- Relationship-building

