



Name: Sara Mohamed Mostafa

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Personal statement

A recent accounting section graduate with a grade excellent from the university of Arab academy for science, technology & maritime transport, a challenging dynamic and interactive person, seeking for a corporate or banking job where my interpersonal and organizational skills will be effectively utilized in a way that is beneficial to both my employer and myself.

My eventual career goal is to actively contribute to the overall success of any business I work for.

Education

AAST University

(Accounting major -GPA 3.77)

(2019– 2023)

Graduated from AAST business administration major accounting with grade excellent.

Key Skills gained:

- Advanced problem solving and numeracy skills.
- Accomplished communication skills, developed through numerous essays and presentations.
- Successful leader as I am able to convince as much people as possible to follow my instructions.
- Ability to work in teams and deal with and achieve targets.
- Ability to maintain good relationships with clients and co-workers

Own Heliopolis Language School

(2016 – 2019)

Have completed 3rd preparatory and the secondary education.

El NOZHA Language School

(2007– 2016)

Have completed the primary and Preparatory education.

Experience and professional skills

Trained at NBE bank

(14 August 2022– 8 September 2022)

Trained at top service

(1 July 2022– 1 august 2022)

Certificate from AITB (digital transformation)

(1 December 2022)

Key result include:

- *serving customer in polite and professional manner.*
- *able to develop and maintain good relationships with work colleagues & supervisors/ manger.*
- *willingness to learn new things.*
- *effective time management skills.*
- *accepting feedback & taking constructive criticism well.*

languages

- basic in English, Reading, Writing, Speaking.