

Mahmod Ebrahim Abdallah

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Seeking a challenging & professional opportunity in a reputable organization where to better use & to improve my skills, competencies, and qualifications.

EXPERIENCE

FROM Apr. 2022 – 2023

Assistant warehouse manager, EL ATTAL For Steel & iron.



- Maintain receipts, records, and withdrawals of the stock.
- Perform other stock-related duties, including returning, packing, and labeling supplies.
- Inspect deliveries for damage or discrepancies and report those to accounting for reimbursements and record keeping.
- Analyse teams' performance to submit reports to management team.
- Keeping and managing all documentation to confirm proper stock levels and maintain inventory control.

EDUCATION

2021-2023

Diploma in **Business Administration** Ain Shams UNIVERSITY.

2016-2020

Bachelor's degree of **COMMERCE Arabic Section** Ain Shams UNIVERSITY.



Internships

Accountant at Marwa Ahmed Othman's office (Jan. 2018– Jan. 2019)

- Technical accounting guidance for documents and recording financial operations in accounting books and using the computer according to different accounting methods.
- Designing documentary and book accounting systems using computers and ready-made programs.
- Preparing various financial statements according to Egyptian accounting standards.

COURSES

- Certificate in Oracle Fusion Cloud Financials from **Next academy**.

- Certificate in data analysis using excel, BBI, Tableau from **AAST**.
- Certificate in English language from **British Council**.
- Certificate in Professional Comprehensive Accountant.
- Certificate in Professional Financial Accountant.
- Certificate in Electronic Accounting Programs.

Language skills:

- Arabic: Mother Tongue.
- English: Excellent command. (written & spoken)

Computer skills:

- Very Good in Microsoft Office.
- Very Good in fixing computer problems 'software & hardware'.
- Good Knowledge with "QuickBooks" system.

PERSONAL INFORMATION

- Date of Birth: 02/11/1997
- Marital Status: Single
- Military Status: completed.

