

# ASMAA MOSTAFA

## My Contact

---

✉ **Asmaamostafaa277@gmail.com**

☎ **01061092072 - 01100987104**

📍 **18 abdullah ebn taher - elsayda  
zainb**

📅 **2 / 8 / 1977**

## Education Background

---

**Bachelor of Commerce**

**Arabic section**

**Account Department**

**Ain shams Uni - 2000 / 2001**

## Interpersonal Skills

---

- **Good planner**
- **Decision making**
- **Multi-tasking**
- **Analytical skills**
- **Team Player**
- **Excellent Communication Skills**
- **Work under pressure**
- **Excellent Time Management**
- **Accurate and have an eye on details**
- **Perfect problem solving skills**
- **Highly motivated and enthusiastic  
achieving my goals and dreams**
- **Seeking excellence and high quality in  
performing my work**

## About Me

---

Dedicated Financial Analyst with 18 years of experience. Strong background in medical finance , Looking forward to new ideas in any field.

Always strive to achieve my goals , I always strive to achieve my goals as it is in my current job, and I hope to achieve this in all areas of my work

## Professional Experience

---

### Petroleum Commercial Services Company

#### Petrotrade

from 2006 until now

- Director of the Medical Financial Affairs Department
- Follow-up and recovery of personal and family treatment for workers
- Head of natural gas bill collection department
- Follow-up of collectors and the rate of collection of gas bills

### General Egyptian taxes

6/2004 - 12/2005

- Assistant tax warden, sequestration department for financiers

## Achievements

---

- all my appraisal average from 9/10 to 10/10

## language

---

- Arabic native
- English good