



# AHMED ATEF HAGAG

## ACCOUNTANT

### ABOUT ME

My objective is to join an organization that would provide me with an opportunity to establish a recognizable career on both a personal and professional level. In addition to this, I would like to be an active participant in the company's success, where my interpersonal skills can be enhanced and fully utilized.

### CONTACT

- +201008613918
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- ahmedhaggag678@gmail.com
- Montazah - Alexandria - Egypt
- Egyptian
- 13/5/1999
- Single
- Military Service: Terminated

### EDUCATION

#### Culture & Science University

- Bachelor of Administrative Sciences.
- I am on my way to obtain postgraduate studies in political science

### LANGUAGES

- Arabic : mother tongue.
- English : good .
- German : good.

### SKILLS

- Very good at Using Microsoft programs ( Excel, word, PowerPoint )
- Broad internet-search skills
- Communication skills
- Ability to work under pressure
- Operations management
- Ability to work in teams
- Ability to manage the time
- Time Management
- Leadership
- Flexibility

### WORK EXPERIENCE

#### Accountant and financial manager at HIM Company for managing and operating clubs and restaurants. (2021 - present)

- Preparing and analyzing financial data and monthly and annual reports.
- Monitoring the budget and expenses to ensure compliance with specified financial plans.
- Providing accurate and transparent financial reports to senior management.
- Analyzing financial performance and making recommendations to improve performance.
- Ensuring compliance with accounting standards and tax laws.

#### Operations Manager at Glem Bay Lawyers Club - Alexandria (2021 - present)

- Supervising daily activities of the club to ensure efficient operations.
- Organizing and coordinating club activities and events.
- Managing the team and guiding them to achieve desired goals.
- Providing necessary training and support to employees to improve their performance.
- Ensuring the delivery of high-quality services to members and visitors.
- Handling member complaints promptly and effectively.

#### Haroun Packaging Company in Cairo. (2017 - 2020)

- Inventory manager

### COURSES

- English
- German
- HE
- ICDL
- marketing
- Human Development