

# Ahmed Mohammed Abdel Sadek

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## Summary

With my 16 years of experience in Credit, Sales and Collection Field, I am confident that my skills and qualifications make me a strong candidate for the role. In my current position at Mashroey Co, I have gained extensive experience in Skill sand Qualifications related to the job

## Education

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### Alexandria Academy for Accounting and Administration

2002 - 2006 | B.Sc. Management Information System

## Experience

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- **Ezzat El Safir for Appliances Trading**

**1/2024 – Till Now | Accountant *(part time)***

Managing daily accounting tasks. Posting and processing journal entries to ensure all business transactions are recorded.

Store and Sales Management.

Some of HR Tasks.

- **Mashroey for trading Co.**

**6/2023 – 11/2023 | Branch Manager**

Branch management

Managing and training credit specialists Following up on sales and marketing and linking all departments of the company and the branch

Follow up on operations, entries, and collection movements

Solving problems, whether with clients or credit specialists, and achieving the best results to achieve the budget

- **Kawtsh Misr**

**07/2022 - 03/2023 | Sales and Credit Supervisor**

Store and exhibition Management

Receipt of goods from suppliers and delivery to customers

Bank Transactions.

Sales & Credit

- **Dmsp. Darwish Mustafa Sons for Plastic**

**11/2020 - 06/2022 | Accounts and Credit**

Customer and Vendor accounts

Follow up and solve customer problems

Follow up the movement of banks

Follow up on customer delivery permissions

Data Entry

Monitoring the store exchange and addition

- **Powertrac For Heavy Equipment's**

**03/2007 - 10/2020 | Deputy Director of Credit Department**

Assess and make decisions about customer using Credit criteria

Gathering information about clients and checking customer's credit Ratings with banks. Visiting clients.

Credit viability.

Ensuring customers pay on time.

Resolve problems with clients and negotiating re-payment plans.

Keeping knowledge of key issues up-to-date for example. (Legal, and Financial Market)

Follow-up of bank transactions for company

Worked in the collection invoice of clients

Making inquiry for new clients and renewing for old clients.

Resolve all problems with clients whether financial or credit.

Sales supervisor.

## **Skills**

Solving problems, Hard worker, Accurate and Teachable

## **Interest**

Travelling and Drive

## **Languages**

English

## **LinkedIn:**

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