



SHERIF MOHAMED

ACCOUNTANT

SUMMARY

Highly motivated accountant with commerce education background, good communication, cooperation, flexibility, balancing multiple tasking, and high experience in administration roles.

WORK EXPERIENCES

ACCOUNTANT

FOOD NATION | DEC 2021 - Till Now

- Review all stock exchange and addition permissions.
- Enter shipping and inventory data in a computer system.
- Responsible for preparing monthly and daily reports on food and distributing them to the management.

STORE KEEPER ASSISTANT

PETROJET | AUG 2020 - NOV 2021

- Made all the data entries into the computer.
- Confirmed inventory adjustments made in SAP are aligned to reality.
- Generated all reports periodically at appropriate times to be submitted to various authorities.

EDUCATIONAL

MENOFIYA UNIVERSITY.

Bachelor's degree in accounting from the Faculty of Commerce, English Section.

- Graduation Year: (2018)
- Grade : (Good 79%)

INTERNSHIPS

- Electronic Accounting in Public Service Center in Faculty of Commerce, Menofiya University (Sep 2016 - Oct 2016).
- Communication Skills in Arab Center for Professional Studies and Training (Dec 2019 - Feb 2020)

CONTACT

📍 Shubra AlKhaymah, AlQalubiyah Governorate, Egypt

✉ sherifmohamed19966@gmail.com

☎ 01022696416

PERSONAL INFORMATION

- Age: 26
- Date of birth: 25/4/1996
- Marital Status: Single
- Military Status: completed

PROFESSIONAL SKILLS

- Very Good user of windows.
- Very Good user of Microsoft office and internet searching.
- Good user of SAP.
- Good in English (Writing, Listening, and speaking).

PERSONAL SKILLS

- Organized
- Teamwork Participant
- Fast learner
- work under pressure