CURRICULUM Vitae

**Personal information:-**

Name :- Mohammed Ramadan Ibrahim Mohammed

Date of birth :- July12th, 1995

Address :- 3 International Company - Mariouteya - Haram - Giza

Email :- Mohmed\_Ramdan@hotmail.com

Nationality :- Egyptian

Military status :- Exempted

Marital status :- Married

Mobile :- 01020132087 / 01155331556

**Education:-**

Bachelor Degree inIndustrial Management- Public Relations major- Workers University - 2017.

Grade: - Good

**Work Experience:-**

* Certified Public Accountant Mamdoh Salah EldenOffice (July 2013 – July 2014)

“Preparation of accounting entries, registration books and the preparation of the final

Accounts of the annual financial statements”

**Courses:-**

Successfully completed.

**Accounting and Finance related courses:-**

* The Electronic Accounting in QuickBooks with grade ( Very Good )
* Advanced Excel in Accounting with grade ( Excellent )
* Professional Financial Accountant training program in continue academy – Ain Shams University

**Information and Technology related courses:-**

* ICDL modules Course in continue Academy center (Sep 2016 – Oct 2016 )

**Entrepreneurship:-**

* Golden perfumes project

 “Managing and selling valued perfumes with lower prices"

**Language Proficiencies:-**

* **English**–Good
* **Arabic** ـــ Native

**Computer skills :-**

* MS Office ( Word , PowerPoint , Access and Excel )
* Microsoft windows operating systems
* Internet programs

**Personal Qualities:**-

* Good Communication and Negotiation skills.
* Ability to work independently and amongst other coworkers effectively.
* Conscientious and devoted.
* Efficient Multitasking and high ability to handle pressure.
* Creative, energetic, good listener and fast learner.

**Objective:-**

* Seeking a full time position in a reputable dynamic organization with a promising career, whereby my interpersonal skills, educational background and previous experience can not only be applied, but also developed and benefited from. I am a devoted and competent person and I look forward to making a worthwhile contribution to your esteemed establishment.

**References:-**

* Available upon your request.