

MARINA MOUNIR NAGEEB

@ marina.mounir65@gmail.com

01227863663

Cornish Haddaik Helwan, Cairo , Egypt



Objective

I seek challenging opportunities where I can fully use my skills and experience for the success of the organization.



Education

Sohag University

2018

Bachelor of commerce

Sohag University

2020

Educational Diploma

GOOD



Experience

Consulting Group

Aug-2021 - Oct-2022

Financial auditor

- *Reviewing the work of the accounting team to ensure accuracy and compliance.
- *Completely follow up on audits on time and submit reports to the Audit Manager.
- *Reviewing and evaluating internal control systems.
- *Determining the extent of reliance on the accounting and financial reporting system

El Hekma Company

Sep-2020 - Jul-2021

General Accountant

- *proof of financial operations with daily restrictions.
- *Follow up on client's accounts.
- *Follow an asset account.
- *preparing settlement and closing accounts.
- *Analysis information in the financial statements.

CNE

Apr-2020 - Aug-2020

Customer service

- *Dealing with customers problems and providing solutions to them.
- *Receive clients and providing company services to them.
- *Ensure the quality of the service provided to the customers.

Middle East Company

Mar-2019 - Aug-2019

Telesale

- *Telemarketing.
- *Ability to convince the customer of the product.



Roaia Water Company

Sep-2018 - Feb-2019

Customer service

*Dealing with customers problems and providing solutions to them.

*Receive clients and providing company services to them.

*Ensure the quality of the service provided to the customers.



Roaia Water Company

May-2018 - Aug-2018

Telesale

*Telemarketing.

*Ability to convince the customer of the product.



Skills



Sales



Customer service



Team work



Flexible working hours



Self-motivated



Quick learning



Languages



English