



OBJECTIVE

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

EXPERIENCE

Egypt Foods Company

2019 - 2020

Sales man

Present, promote and sell products/services using solid arguments to existing and prospective customers

Perform cost-benefit and needs analysis of existing/potential customers to meet their needs

Reach out to customer leads through cold calling

Expedite the resolution of customer problems and complaints to maximize satisfaction

Achieve agreed upon sales targets and outcomes within schedule

Coordinate sales effort with team members and other departments

Continuously improve through feedback

Juhayna Company

2017 - 2019

Accountant

FINANCIAL ACCOUNTING

- Accounts Payable/Receivables: Handled all the accounts payables and receivables
- Cash Management:
 - Managed the responsibility of all daily closing of cash and credit transactions
 - Released the suppliers claims on a monthly basis
- Software Integration: Incorporated and entered journal entries from source documents in to software
- Bookkeeping: Maintained petty cash book
- Stock Control:
 - Controlled incoming/outgoing stock activities
 - Devised and maintained records for all incoming and outgoing stock
- Inventory Management: Managed quantity and quality of stock
- Financial Reporting: Prepared and analyzed the final accounts with the manager at the end of each month

Research and recommend prospects for new business opportunities

Research and analyze sales options

Build and maintain relationships with clients

Stay current with trends and competitors to identify improvements or recommend new products

Collect and analyze information and prepare data and sales reports

Attend workshops to learn more technical and professional skills for the job

Meet with potential clients to determine their needs

EDUCATION

Sohag University

B.O.C "Bachelor Of Commerce"

2017

SKILLS

Sales Problem resolving Internet and computer's programs like Microsoft office

Energetic, honest, hardworking, and quick learner

LANGUAGE

English

Arabic

REFERENCE

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