

Ayah Waheed Omar Mohamed Hegazy

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Career Objective

My career is in accounting, auditing, taxes, banking and business sector. More than 14 years of expertise overseeing transactions and reconciling monthly financial reports. Making tax reports and inspection to the taxes authority. Auditing the taxes of all types of organizations. Highly collaborative individual with track record of effectively training and coaching. Offering confidence and auditing to a team. Perform problem solving techniques and auditing the group various tasks. Seeking a challenging career in the field of Tax, Finance and Audit.

Personal Information

- Date of Birth: December 9, 88
- Place of birth: Cairo, Egypt
- Citizenship: Egyptian
- Gender: female
- Religion: Muslim
- Marital Status: Single
- Gain Saudi Resident (Iqama) as Family resident in Saudi Arabia

Education

University: Ain Shams

- Faculty: commerce, English Section, Accounting major
- Graduation Date: June 2009
- Grade: Very good with honor degree "top 20 on the faculty"
- Primary master in accounting and auditing 2010 , Ain shams university

Experience

Accounting training at accounting office

- June 2009 – May 2010 ,**Preparation of journal entries** and examines accuracy of data
- **Preparing the documents and financial statements** according to tax laws and the IFRS for various types of inspections such as income tax, sales tax, and payroll tax and stamp duty.
- Maintaining the general ledger in terms of established procedures prepares or oversees the preparation of supporting schedules and analysis from the general and subsidiary ledgers, **reconciles bank statements** and cash accounts to the **general ledger**.
- Responsible of calculation, preparation and submission of **tax returns** and reviewing various accounts such as clients, suppliers, inventory, treasuryetc.
- Preparing **vat declarations**, analyze invoice and import letters, payroll adjustments, financial and accounting systems and documentary cycle for companies.
- Prepare financial statements, budget estimates and financial analysis of the financial statements.

HSBC electronic service delivery bank

- July 2010 till January 2011 Working as **customer service representative** on the banking system and dealing with customers abroad

Egyptian taxes Authority At Large tax payer center, Ministry of finance

- Hiring as a top graduate in the Egyptian taxes authority **January 2012**
- January 2012 till June 2019 **Income taxes inspector** at Large tax payer center "Making analysis and examine all legal companies, commercial companies for the Income statement, Balance sheet, Revenues and losses statement to get the final income tax "
- July 2019 till June 2023 **salaries and Income tax inspector** at Large tax payer center "Examine wages settlement at companies and find the benefits of the employees at companies to get the final wages tax "
- July 2023 to present **Income tax and VAT auditor** at Large tax payer center using paper and electronic tax system. Making tax reports including applying transfer pricing and risk assessment through my auditing procedures.

- I perform tax reports and finalize disputes in large firms and corporation, factories, hospitals, tourism, construction, transportation, food and beverage, poultry, telecommunication, agriculture and industrial companies such as "Mercedes, orange, Vodafone telecom, Nissan, MCV, Misr insurance, HS for securities, Ismalia for poultry, France metal, Elswedi electric , Oriental weavers , Ramo for tourism, Hayat regency hotel, Elbaron hotels,Dar elfoad hospital, Eh Em for food etc...."

Course certification and Training

- **2024, Training on Vat and Zackat tax regulations online in Saudi Arabia.**
- **2024, Vat specialist course** in Mobadara Oun in Saudi Arabia.
- **September2023–June2024, ADIT** "Advanced diploma in international taxation" course taken first module with ATC office in transfer pricing and the international taxation in progress. June 2025 exams entry.
- **January – March 2023 training course for the electronic invoice and receipt** in the Egyptian taxes authority
- **2022-2023 the electronic tax system in the Egyptian taxes authority**
- **January 2023 Salaries, Vat and Income reports and declarations** in the Egyptian taxes authority
- **2023 IFRS** course in Progress.
- **2013 TOEFL course.**
- **8th of November 2008 – 20th of August 2009, ITI internship due to the EDU Egypt phase 2(the internship is from India in coordination with the ITI and ministry of higher education and ministry of communications) which includes:**
Language skills for English, Recognition of British and American accents, Communication skills, Team work, Customer service essence, Computer skills, skills to work in sectors of business process outsourcing.
- **July 2009- June 2010, Accomplished pre mater in accounting** from AIN Shams University
- **11-12 April 2009, Auditing Simulation course with Price Waterhouse Coopers**
- **2008, International computer driving license "ICDL" from UNESCO**
- **2004, English British Course**

Computer Skills

- Strong command of Microsoft office (Word, Excel, Power point, Outlook, and Access).
- Excellent internet browsing user.
- SAP user in the electronic taxes authority
- Accounting systems such as ERP "Odoo user"

Language skills

- Mother tongue Arabic
- Excellent command and great fluency in both written and spoken English
- Excellent communication and conversation skills in English
- Fair command of French

Soft and Personal Skills

- Very hard worker, Extremely disciplined and complied with rules, High flexibility and great cooperation in teamwork, High flexibility and great adaptation of new and sudden Situations, Excellent interpersonal skills ,Can work well on own initiative, Seeking continuous development, Reading about everything and Problem solving techniques.