

Ahmed Mohamed Ali Hassan Ismail

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Date of Birth: 24/10/1979
Military Status: Exempted
Visa status : Work visa (Valid)

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Nationality: Egyptian
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A results focused and ambitious sales specialist offering over 3 years of experience rich of Honesty, decisiveness, integrity, Confidence, Discretion, diplomacy and tact with full ability to solve problems and work under pressure, implementing sales strategies to produce significant bottom-line results. Skilled in developing comprehensive and effective sales plans that deliver revenue growth and client retention, and attention to detail as well as in communication skills.

In addition to, over 15 years managing accounts and financial reporting within Construction Field, as a Senior Accountant focused on improving company financial operations and streamlining processes using effective leadership, planning and decision-making abilities.

My deep understandings of accounting principles, familiarity with laws/regulations are the reasons I have thrived in these roles, since I have been involved in the Accounts team on several Mega projects in the UAE, with many various tasks performed.

Besides to my organizational skills also set me apart from other individuals. My ability to make right decisions, ensures that the projects I oversee are completed in an efficient and productive manner. Additionally, my time management skills allow me to successful multi-task several projects at once.

Expert in Innovative Selling Solutions | Leadership | Organization | Diplomacy | Teamwork

EXECUTIVE SUMMARY

- ❖ Head of sales and business development in Egypt.
- ❖ A proven Relationship-BUILDER with exceptional Inter-personal, Communication, and Presentation etiquettes, backed by exceptional Computer Knowledge for Analyzing Reports in word, Excel.
- ❖ Characterized as a multi-tasking individual, possessing superior rapport-building, easy-to-adapt, and good listening skills.

KEY SKILLS & COMPETENCIES

Key Skills:

- ❖ Ability to impact sales through coaching, counselling, and influencing others to accomplish desired outcomes.
- ❖ Researching, developing and executing new product launches.
- ❖ Working to achieve the highest percentage of profits compared to the standards set.
- ❖ Supervising the preparation and development of marketing and sales plans, and the organization of sales activity.
- ❖ Compiling and maintaining a customer database that documents appropriate customer information and contacts.
- ❖ Preparing itineraries, call reports and monthly business reports with sufficient detail and in a timely manner.
- ❖ Problem analysis, problem-solving & decision making skills.

Language skills:

- ❖ Arabic as the mother tongue.
- ❖ English Good Communication Skills. Writing, reading, speaking.

Computer Skills:

- ❖ Very good in dealing with MS office (Word, Excel).
- ❖ Internet friendly user.

ACADEMICS

- ❖ **Bachelor of Commerce, Accounting Dept. (2002)** | Faculty of Commerce, | Assiut University, Egypt.
- ❖ **Member of syndicate of commercial professions**, Egypt.

CAREER HISTORY

Senior Accountant & Administrative : 03 Oct 2023 – Till Present

Company: Al Sanabel Al Dahabia CONTRACTING L.L.C.

Location: Dubai – UAE

Key Responsibilities:

- Handled month-end and year-end end finances by managing and reporting fixed assets and other data.
- Tracked and documented all expenses.
- Completed biweekly payroll and maintained employee records.
- Auditing of supplier invoices.
- Auditing of bills cash.
- Monthly closings and preparation of monthly financial statements.
- Tracking and reviewing receivables.
- Reviewing and processing accounts payable.
- Preparation of monthly statement for the attendance of staff and workers.
- Review and process expense reports.
- Control costs and control expenses.
- Carrying out other administrative work.

Head Of Sales Department : 1 Jan 2021 – 30 Sep 2023

Company: Dahab Sinai for Manufacturing and Building Materials

Location: Cairo – Egypt

Key Responsibilities:

- Performed a full range of administrative sales support duties.
- Monitoring and evaluating marketing and sales activities, and following up on the implementation of approved plans to serve the company's strategic plan.
- Performing other job-related duties and responsibilities as may be assigned from time to time.
- Maintaining customers' database, screening/answering customers' calls.
- Working closely with distributor field teams to help lead strategic field initiatives.
- Maintaining a file on key competitor marketing activity & Collecting and analyzing market and competitor data.
- Creating and preparing monthly/Yearly sales reports for account management team audits to calculate annual revenue.
- Follow-up and supervision of appropriate target sales areas, segmenting the market into segments.
- Participate in the development of pricing strategy, in cooperation with all department heads and other departments, to achieve the largest market share in the long term.
- Regularly travelling to regional company sites, meeting area managers and getting product feedback from them.
- Drafting and preparing reports and correspondence.
- Developing relationships with existing customers in person as well as via telephone calls and emails.
- Carrying out staff performance reviews & Identifying new sales opportunities to secure deals
- Leading, directing and motivating the sales team & Promptly handling customer complaints.

Freelance : Feb 2020 – Dec 2020

Location: Cairo / Asyut – Egypt

Sales - prefabricated gypsum/ Gypsum boards

Senior Accountant : 25 Oct 2018 – 15 Jan 2020

Company: GREEN PILLARS CONTRACTING L.L.C.

Location: Dubai – UAE

Key Responsibilities:

- Handled month-end and year-end end finances by managing and reporting fixed assets and other data.
- Tracked and documented all expenses.
- Completed biweekly payroll and maintained employee records.
- Auditing of supplier invoices.
- Auditing of bills cash.
- Monthly closings and preparation of monthly financial statements.
- Tracking and reviewing receivables.
- Reviewing and processing accounts payable.
- Preparation of monthly statement for the attendance of staff and workers.

- Review and process expense reports.
- Control costs and control expenses.

General Accountant: 01 Jul 2017 – 15 Oct 2018

Company: AMLAK MISR DEVELOPMENT

Location: Cairo – Egypt

Key Responsibilities:

- Auditing of Sub-contractor's invoices.
- Auditing of supplier invoices & bills cash.
- Follow up and collect customer payments.
- Preparation of monthly financial statements.
- Reviewing and processing accounts payable.
- Review and process expense reports.
- Control costs and expenses.

Senior Project Accountant: 10 Jan 2015 – 20 Jun 2017

Company: ACTCO GENERAL CONTRACTING CO., L.L.C

Location: Dubai – UAE

Key Responsibilities:

- Accurately documented all cash, credit, fixed assets, accrued expenses and line of credit transactions.
- Completed daily accounting tasks including tracking funds, preparing deposits and reconciling accounts.
- Auditing of Sub-contractor's invoices.
- Auditing of supplier invoices.
- Auditing of bills cash.
- Monthly closings and preparation of monthly financial statements.
- Tracking and reviewing receivables.
- Reviewing and processing accounts payable.
- Preparation of monthly statement for the attendance of staff and Workers.
- Review and process expense reports.
- Review the receipt of the materials received for the site.
- Control costs and control expenses.

Financial Accountant: 01 May 2011 – 30 Oct 2014

Company: Cooperative Association productivity for Reconstruction and Development Location: Asyut – Egypt

Key Responsibilities:

- Auditing of Sub-contractor's invoices.
- Auditing of supplier invoices.
- Auditing of bills cash.
- Monthly closings and preparation of monthly financial statements.
- Tracking and reviewing receivables.
- Reviewing and processing accounts payable.
- Review and process expense reports.
- Participation in the study of tenders and pricing.
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Cost Accountant : 01 Jan 2012 – 31 Mar 2013

(Part Time)

Company: CONSUMER COOPERATIVE SOCIETY

Location: Asyut – Egypt

Key Responsibilities:

- Review of contracts and tenders (Financial terms).

Project Accountant : 28 Nov 2007 – 15 Mar 2011

Company: ACTCO GENERAL CONTRACTING CO., L.L.C

Location: Dubai – UAE

Projects: Medical Complex & Dental Hospital (Sharjah University) Value of 1,200,000,000.00

Key Responsibilities:

- Auditing of Sub-contractor's invoices.
- Auditing of supplier invoices.
- Auditing of bills cash.
- Monthly closings and preparation of monthly financial statements.
- Tracking and reviewing receivables.
- Reviewing and processing accounts payable.
- Preparation of monthly statement for the attendance of staff and workers.
- Review and process expense reports.
- Review the receipt of the materials received for the site.

Cost Accountant: 22 Mar 2005 – 30 Sep 2007

Company: SAUDI ELECTRICITY COMPANY (SEC)

Location: Riyadh – Kingdom of Saudi Arabia

Key Responsibilities:

- Completing and providing monthly job cost reports.
- Control of expenditure within the operational budget.
- Tracking and reviewing receivables.
- Reviewing and processing accounts payable.
- Auditing of contractors invoices.
- Auditing of supplier invoices.
- Auditing of bills cash.
- Preparation of monthly statement for the attendance of staff and workers.
- Preparation of purchase orders.
- Monthly closings and preparation of monthly financial Statements.
- Preparing the operating budget.

Auditor : 05 Sep 2002 – 05 Sep 2004

Company: EGYPTIAN ACCOUNTING, AUDITING AND FINANCIAL CONSULTING

Location: Asyut – Egypt

Key Responsibilities:

- Checking that financial reports and records are accurate and reliable and prepare detailed audit report.
- Identifying if and where processes are not working as they should, and advising on changes to be made.
- Inspect the account books of a company for analyzing the transactions and efficiency of the accounting procedures.
- Report the management of the company regarding the audit results and suggest changes in financial activities and operations of the company.
- Auditing of bills customers and suppliers of companies.
- Verification of commitment to corporate accounting standards generally accepted.

Courses

- Microsoft office Applications and Internet (ICDL)
- Certificate of Achievement duration 60 Hours from 27/05/2023 To 22/07/2023 SAP FI (Financial in ERP S/4hana).