

MOHAMED MAHMOUD ABDELGHANI AWAD



Professional Summary

A highly organized and hard-working individual seeking the opportunity to join a progressive organization where my skills can be utilized to their full potential.



Work History

Accountant

2021-06 -
2021-11

"Matrix" for Import, Mansoura, Egypt

- Managing income and expenditure accounts.
- Generating the company's financial reports using Income and expenditure data.
- Assisting management in the decision-making by preparing budgets and financial forecast.

Inside Sales Representative

2018-09 -
2021-05

"Acer", Muscat, Oman

- Identified interest in customers by explain, promote, and selling various products In addition to present after sale service.
- Dealing with customers in different retails such as, Extra, Lulu, Carrefour, and Sharaf DG

Sales Agent

2017-12 -
2018-08

"Etisalat Misr", Mansoura, Egypt

- Offered each customer top-notch, personal service and polite support to boost sales and customer satisfaction in addition to selling SIM cards, smartphones, and accessories.

Cashier

2016-01 -
2016-08

"Al-Madina" for FMCG Trading, Mansoura, Egypt

- Helped customers to complete purchases and handling all daily financial transaction.



Personal Info

- **Age** : 27 Years
- **Nationality** : Egyptian
- **Driving License** :
Yes (Oman)
- **Address** :
- Dubai Marina, Dubai, UAE
- **Phone** :
+(971) 509062697
- **E-mail** :
sir_mohamed_123@hotmail.com



Skills

- Handling customer needs successfully
●●●●●
Excellent
- Strong communication and presentation skills
●●●●●
Excellent
- Ability to analyze and solve problems
●●●●●
Very Good
- Computer skills

2015-02 -
2015-11

Data Entry

“Al-Taher” Cosmetics, Mansoura, Egypt

- Performed various administrative functions, including filing paperwork and entering all data that related to daily report on system.

●●●●●
Excellent

▣ Public speaking

●●●●●
Excellent

▣ Strategic marketing

●●●●●
Very Good

▣ Company branding

●●●●●
Very Good



Education

2012-09 -
2016-05

Bachelor Degree: Accounting and Finance

Faculty of Commerce - Mansoura University

- Coursework in Accounting, Business Administration and Economics.



Languages

- **Arabic** : Native
- **English** : Excellent
- **Spanish** : Beginner



Certificates

- ICDL
- Excel Accounting
- Business Development
- Financial Statements Preparation
- Digital Marketing



Remarks

- ▣ Available to join immediately.