



Mohamed Mansour Abd-Elhamid

Accountant

mohammedmansour@gmail.com

0110-102-7891

Personal Information:

Marital status	Single
Military condition	Exemption
Place of residence	Shubra, Cairo, Egypt
Date of birth	27-Aug-1991

Work Experience

Salesman & Manager Assistant

LIONDOVE

April 2009 to September 2011 (2 years, 6 months)

- Receiving clothing materials, arranging store, customer handling, and achieving monthly targets.
- Monitor staff monthly performance, track staff monthly targets, and train recruits.

Outdoor Salesman

ELWASEET GROUP

Oct-2011 to Sep-2015 (4 year)

- Selling home appliances to all Egypt Governess and achieving high monthly sales rate.

Senior salesman & Shift manager & training assistant

JOY & ROY

Dec-2015 to Feb-2018(2 years, 2 months)

- Receiving shoe materials, arranging store, customer handling, and achieving monthly targets.
- Monitor all branch incomes, monitor sales procedures, conduct quarter-inventory, and training recruits.

Accountant

Al-Fahd Compony

March-2018 to April-2019(1 years, 1 months)

- Entering invoices and reviewing their collection.

Accountant

Helth&Welth Company

May-2019 to Des-2022 (3 years, 7 months)

- Entering invoices and reviewing their collection.
- Preparing the income statement and budget

Relevant Skills:

- Creative problem-solving personnel.
- Strategic information processing.
- Excellent Investigation and Experimental skills.
- Autonomous Worker.
- Ability to make high-responsibility decisions.
- The ability to organize company salaries/payments.
- Languages:
 - Arabic: Mother tongue
 - English: good written and excel

- Make an inventory of the warehouses
- Follow up on bank accounts, funds, and covenants, monitoring inventory, and making inventory checks.
- Preparing payroll and wages

Accountant

Al-Busily Company
Jan 2023 till now

- Preparing the income statement and budget
- Preparing payroll and wages
- Follow up on 'suppliers and customers' accounts, reconcile them, and follow up on collections from customers
- Completing daily, weekly, and monthly accounting tasks

Education History

Bachelor of Commerce Accounting Division

Institution: Ain Shams University

Year of Graduation: 2019

Courses:

- ICDL (word, excel and power point)
- Soft Skills (communication skills, time management, body language)
- Social media analytics and management course.
- Content creation.