



Mohammed Nabeel Abd EL-Fattah Mousa
1 Kollyat El banat Buildings, Ard El Golf,
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CAREER OBJECTIVE

A graduate in Accounting, with extensive knowledge base in various high and low-end aspects of financial analysis, seeking a challenging position in a dynamic organization to utilize acquired skills in making tangible contributions to the financial bottom-line.

EDUCATION

September 2012 Bachelor's degree, Faculty of Commerce, Zagazig University, Zagazig, Egypt

Work Experience

- **March 2016 – till now** : Egyptian company for Advanced projects (ECAP)
Position :- General Accountant .
Duties :- Is to complete daily reports of sales invoices and link it with customers balances
 - Prepare computerized stores Accordance for the six branches of the company with actual balance of stores .
 - Participated in the establishment of the company ERP system (AL-FIAD) .
 - Responsible for preparing monthly reports of the financial department .
 - Responsible for purchases , follow up suppliers accounts and issuing their outstanding checks .
 - Follow Up import shipments and preparing initial costs .
 - Follow Up customer accounts and their debts .
- **May 2015 – February 2016** : Chartered Accountant Office (Ahl El-Khebra)
Position :- Accountant
Duties :- Is to prepare monthly sheet contains sales and purchases for properties and prepare monthly and annually tax return .
- **February 2014 – February 2015** : **Chartered Accountant Office (Hafez Sharaf El-Din)**
Position :- Accountant and Auditor .
Duties : - Worked as an accountant and auditor for Balance sheets of 2014 for 6 Months at Madinet Nasr branch .
– Worked as an Accountant at Zahraa' El-Maadi branch (**Wadi Degla administrative Building**) for the following companies :-
 - Pro-ads for advertising (Under authority of Wadi Degla Investment Company)
 - Egypro FME for projects management (Under authority of Wadi Degla Real-Estate)
 - National Yachts & Peak marine companies .
 - Wadi Degla sporting club (Maadi branch)
 - Santech for engineering (Accounts)
 - Sama Art for media production (Accounts)
- **February 2013 – April 2013** : I've worked as an accountant in an electrical sets store.



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Courses

- Enrolled in a CMA preparing course at Ain Shams University .
 - November 2013: An accounting EXCEL course in A.S.U
 - October 2012 : English course in A.S.U.
 - May 2011: Legal accounting (in English) - B.Smart for educational services
 - March 2010: Sales skills - Bio-Mid (Biomedical engineering institute for development).
 - October 2009: Marketing skills - Zepter International Cairo
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SKILLS

- Excellent Communication, Interpersonal, Motivational, Analytical, Team Building & Leadership Skills.
 - MS Office Suit, Internet, Research.
 - Good computer user.
 - Good common of English.
 - Have good skills of accounting .
 - Have good experience in ERP systems.
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PERSONAL INFORMATION

Birth Date : 1 September 1991
Gender : Male
Nationality : Egypt
Visa Status : Citizen
Military Status : Exempted
Residence Location: Cairo, Egypt
Languages Known: Arabic and English