

# ALI ELSAYED ABDO OTHMAN

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**Date of birth:** May 1998.

**Military status:** Finished.

**Nationality:** Egyptian.

## **OBJECTIVE:**

Seeking a position in the accounting field where I can work in stimulating environment that will enable me enhance and improve my knowledge and skills to best serve the organization aiming success.

## **EDUCATION:**

- **Degree:** Bachelor of commerce Mansoura University (2020).
- **Major:** Accounting.
- **Grade:** Good (78.3%).

## **WORK EXPERIENCE:**

- **General Accountant** by **AGRI NILE** for Fertilizers and Specialized Pesticides.  
**November 2021 - Present**
  - ✚ Recording of daily transactions of sale and purchase invoices by QuickBooks .
  - ✚ Recording cash in and cash out.
  - ✚ Follow up on storage and make inventory reports for storage.
  - ✚ Follow up and build relationships with customers and vendors.
  - ✚ Making a monthly trail balance.

## **COURSES/ TRAINING:**

- Accounting by Advanced Excel (online), (Jun 2020).
- Internet and Computing Core Certification (IC3), (48 Hrs).
- Conversational English (Listening/ Reading/ Writing/ Speaking), (20 Hrs).
- Drinking Water and Sanitation Corporation, summer 2020.
- Banque Misr (Online), summer 2020.
- The Arab Contractors Company (Very Good), summer 2018.

## **SKILLS:**

### **Accounting Skills:**

- Understand the nature of the calculations for the constraints to be correct.
- Prepare financial statements correctly to reflect the financial position.
- Using commercial Excel software professionally, designing financial codes and being able to establish an integrated accounting system on Excel.
- Working in integrated ERP databases through QuickBooks.

### **Computer Skills:**

- Accounting Excel.
- QuickBooks.
- Excellent in using Microsoft Office ( Excel- Word- PowerPoint).
- Very Good in dealing with internet, Search engines and browse through the web.

### **Language Skills:**

**English:** very good (Written and Spoken).

### **Personal Skills:**

- Communication Skills.
- Management and Administration.
- Problem solving.
- Persuasion and Negotiation.
- Teamwork
- Able to Adaptability.

## **Activities:**

- Team leader at Resala Charity ( Blood bank , Call Centre and Blind Section) (2017-2020).