

## Ahmed Madany Abdelrady

B.D.: 26/10/1991  
Nationality: Egyptian  
Cell: 01069264456  
Email: Ahmedmadany2018@gmail



### Objective

I would like to work in a challenging environment where I can explore my capabilities and build a successful career as accountant. I believe that my qualifications and experience are a perfect fit for the position in your company.

### Education

University : Sohag University "  
College : Bachelor of Commerce (4 years)  
Graduation year : 2014  
Commercial Technical Institute: (2 years)  
Graduation year : 2010  
Languages : Arabic –Native, English Very Good

### Certificates

- **"ORACLE-E-BUSINESS SUITE "(Excellent) From Cairo University**
  - Essentials
  - General Ledger
  - Accounts Payable
  - Accounts Receivable
  - .Cash Management
  - Assets
- **General Course of English Level (8) (Excellent) From Cairo University**
- **Test of English as a Foreign Language (TOEFL) American Culture**
- **Excel 2010 Advanced (Excellent) From Information System Institute Ministry Of Defense.**
- **ICDL From Information System Institute Ministry Of Defense**
  - **Concepts of Information and Communication Technology**
  - **Using the Computer and Managing Files**
  - **Word Processing**
  - **Spreadsheets**
  - **Using Databases**
  - **Presentation**
  - **Web browsing and Communication.**

## **Work Experience In UAE**

### **Wind Express Delivery Services In Dubai**

Financial Accountant ( 20th Feb.2018 - 20th Feb.2019)

#### **Job Descriptions:**

- Register daily entries for the company
- Follow up the daily movement of accounts within the company
- Registration of expenses and the daily covenant of drivers
- Follow up traders and customers
- Summarize the daily movement of the company
- Establishing the final accounts and preparing the financial statements of the company and using the computer

## **Work Experience in Egypt**

### **Wonder new east gate In Sharm El Sheikh**

Financial Accountant(1 April 2019 -Till Now)

#### **Job Description :**

- Enter purchasing invoices on Excel and Oracle ERP System .
- Dealing directly with suppliers and following up new items and controlling prices .
- Daily locking of the cashier on the Oracle system and control the deficit or increase.
- Inventory of Treasury and follow up of daily expenses and payments of suppliers.
- Transfers daily to and from different stores and control items and numbers within each store.
- Pricing products, items and barcodes work for them if possible and processing them for the final sale stage.

### **Monshaa Business**

Financial Accountant (1<sup>st</sup> Sep.2015-Till 15th Sep.2017)

#### **Job Descriptions:**

- Within this establishment I used to record the daily limitations of the notebook and on the computer.
- Extract financial statements of companies.
- The use of modern accounting software (Excel, Peachtree, QuickBooks, Oracle).
- Preparation of tax returns according to Egyptian legislation.
- Performing regular and daily audit of commercial establishments

## **Al Tawheed Well Hour**

Financial Accountant ( 15<sup>th</sup> Sep.2014 -Till 30th August.2015 )

### **Job Descriptions:**

- **Record sales revenue within the warehouse section**
- **Registration of incoming and outgoing goods**
- **Inventory and inspect the damaged goods**
- **Dealing with factories in supplying goods to branches**
- **Calculate the discount rates determined on the goods from the factories**