

# RESUME

Accountant



Ramadan Abdel Khalek Mohamed

## CONTACT:

### E-MAIL ADDRESS:

Ramadanabdelkhalek3@gmail.com

Cell phone: 01143188830

## PROFILE:

TO WORK WITH A PROFESSIONAL GROUB THAT  
UTILIZE MY KHOWLEDGE IN ACCOUNTING  
TOWARD THE CONTRIBUTION TO THE SUCCESS  
OF THE ORGANIZATION.

## EXPERIENCE:

- Accountant in Co-operate Association in  
Saudi Arabia from 5/2016 till 6/2019

## PERSONAL DATA:

DATE OF BIRTH: April 1992  
ADDRESS: EGYPT, BANI-SUEF  
NATIONALITY: EGYPTION  
MAILITARY SERVICE COMPLETED  
Marital status Married

## EDUCATION DATA:

UNIVERSITY: BANI-SUEF  
FACULTY: Commerce, 2013

## Courses & Skills

- Accounting Training in Legal Accounting Office .
- ICDL
- Soft Skills (Topic: Change yourself, career skills, dealing with people)
- Personal skills (ability to work in team, under pressure, self-development, time management, problem solving.
- Language skills (Arabic mother tongue; good in writing, speaking, reading English)
- Computer skill (deal with MS office)