

# Hassankhairy Salah Abdelrahman

## Contact Information:

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## Objective:

I am looking to build up my skills within a suitable challenging role in reputable and dynamic organization. I am keen to achieve professional development.

## Work Experiences:

\* **Accountant Stores at Hero Paints and Chemicals.** (from January 2022 - till now)

\* **Job description and responsibility.**

- Registration and review of exchange ears and additions and conform to procurement orders/supply orders.
- Do inventory and review the actual inventory balance with the notebook.
- Determine the appropriate inventory method for the company's activity.
- Determine the redial limit.

## Education:

- Bachelor's degree accounting from faculty of Commerce Zagazig University.
- From 2015 to 2019
- Grade: Very good with honors.

## Training courses:

- Etic Europe company treasury accountant from (July to October/ 2019)
- Employability Skills Track from (31<sup>st</sup> of March to 4<sup>th</sup> of April/ 2019)
- ICDL V5.0 course (win7, Microsoft Office 2010, internet, It) During the period (from 27/1/2021 To 29/3/2021)

## Skills:

### 1- Languages Skills:

- English: Very good
- Arabic: Native language

### 2- Computer Skills:

- Multi Computer user.
- Very Good at Microsoft Office (word-powerpoint-Excel)

### 3- PERSONAL Skills:

- Ability to work under stress.
- Teamwork
- Responsibility
- communication skills.
- Time management

## PERSONAL Information:

- Date of Birth : 10/3/1997
- Marital status : Single
- Military Status : Exempted