

Ahmed Ashraf Zahran

Junior Accountant

Name : Ahmed Ashraf Zahran
Date of Birth : August 8, 1997
Address : 6 October, Giza
Military Status : Completed
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Education

Al-Manoufia University
Faculty of Commerce English Section
Bachelor's degree in Accounting Department

- Degree "GOOD"
- Graduated in 2020.

Currently Studying Program

- English B2 level
- Deutsch language A1

Objective

Motivated college graduate seeking to obtain an accountant position with Reputed Company, which will benefit from my strong deductive reasoning, mathematical, and problem-solving skills.

Work Experience

Customer Service Agent and Data Entry in Vodafone Company

From 2018 to 2019:

- Handle 90+ calls daily, with duties including signing up new customers, retrieving customer data, presenting relevant product information, and cancelling services.
- Suggested a new tactic to persuade cancelling customers to stay with the company, resulting in a 5% decrease in cancellations.
- Achieved a 93% cumulative "success" rate for entering data based on speed and accuracy.
- Prepared customized reports for data analysts using Microsoft Excel.

Data Entry in Crowd Flower Company (online)

- Speed and accuracy in entering data and selecting the appropriate words.
- Performed general data entry using Microsoft Excel and Word.

Training & other courses

- Certificate in Accounting Fundamentals from CFI [36987156]
- Certificate in Careers in Commercial Banking from CFI [37162639]
- Training at the Egyptian Tax Authority
- Certificate in Digital Marketing from Google [AFV D69 RV2]
- A course in the use of Microsoft programs [Online]

Skills

- Accounting Cycle
 - Prepare Journal Entry
 - Ledger
 - Trail Balance
 - Financial Statements
- MS Office (Word, Excel, Outlook, PowerPoint, OneNote, Access)
- Email (mail merge, filters, folders, rules)

Languages

Arabic : Native
English : Conversation B1 level

Hobbies

- Sports.
- Learning languages.

Last update
20/5/2022