

Ibrahim El-saeed Aboukhalil Accountant

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📍 Al-Giza_6october_Zahraa New October

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Career Objective

Professional Accounting Enthusiast with a strong commitment. Initiated preparation for the CMA Part one. Accountant wishes to take an active part in the business of the company, to be a part of success, to acquire scientific and practical experience, to keep pace with development, and to allow me to continue my career as an accountant in this entity.

Education

2018/10 – 2022/07
Egypt

Bachelor's degree
Faculty of Commerce English section

- **Department:** accounting and auditing.
- **Grade:** very good.
- **Graduation project:** on both odoo and spss.

2024/03 – present
Nasr city, Egypt

Oracle Digital accounting specialist
(Next Academy) ERP Career School

General Ledger Setup.

- **Oracle Payables Setup.**
- **Accounts Receivables Setup.**
- **Cash Management Setup.**
- **Fixed Assets Setup.**

2015/10 – 2018/07
Al-Beheira, Egypt

General secondary education
Nasser Military Secondary School

- **Grade:** Excellent[92.3%]

Professional Experience

2024/03 – present
Sheikh Zayed,
The Gate Plaza

JR Accountant AP and asset
Daltex corporation

- Registration of fixed assets: Documenting newly acquired fixed assets and ensuring that they are accurately recorded in the accounting system.
- Track existing assets: monitor and maintain records of existing fixed assets, tangible and intangible.
- Monitor the capitalization of assets and de-recognition in accordance with the company's policy and accounting standards.
- Calculate depreciation and amortization expenses and ensure proper recording in the financial statements.
- Maintain and update the fixed assets register, and ensure accurate recording of acquisitions, transfers and disposals.
- Manage sales orders and purchase orders within the global shared services framework.
- Allocate logistics costs efficiently and accurately.
- Process invoices and ensure timely settlement of invoices/orders.
- Responsible for closing the fixed assets and depreciation unit and ensuring the completion of the trial balance.

-P2P Responsibility:

- Invoice processing and discount notes.
- Keep vendor master data up to date
- Analyze vendor accounts, resolve negative balances and reconcile seller data.

- Prepare the payment proposal according to the agreed calendar, ensuring its correctness and respecting deadlines.
- quality and performance, meeting the specified KPIs within the P2P department.
- Handle non-automated fellow expenses in oracle.
- Validate and review automated expense coding.
- Colleagues requested currency advances and settlement of related expenses.
- Responsible for generating payments (scheduled and urgent).
- Ensure that all payments have been signed by authorized signatories and that Treasury has been notified of payment amounts prior to operations.
- General ledger maintenance for procurement and reporting.
- Upload and process invoices/payment request forms.
- Maintenance and matching of purchase orders.
- Manage exceptions on purchase orders.
- Manage business rules in Vendor Invoice Management (VIM) for purchase order invoices and non-purchase orders.
- Make sure you have the e-invoice and apply the correct VAT and WHT.
- Reconcile and ensure that all invoices are recorded in the system.
- Prepare monthly dues and ensure their accuracy.
- Timely claim discounts and ensure that publication is not delayed.
- Follow-up and application of discounts according to agreements.
- Ensure proper coding of invoices to appropriate general ledger accounts.
- Assist with month-end and year-end closures by ensuring that all A/P transactions are accurately recorded.
- Cheque Preparation .
- Other administrative tasks such as daily review of our bank status and modification of the seller's account when making a payment.
- Manage the day-to-day cash position to balance inflows and outflows within the organization.
- Process and enter invoices into the accounting system in a timely manner.

Internships

2023/11 – 2024/02 Sheikh zayed, Capital Business	Rotografia group <i>SAP end user</i> Account payable -Account receivable -cash payment and received-GS1-Portal
2021/11 – 2022/06 Sheikh zayed, Capital Business	Rotografia group <i>Cost accountant and control</i> <ul style="list-style-type: none"> • Cost accountant (Job order system- ABC system). • Tracing and applied OH. • pricing and inventory management. • Joint cost and JIT.
2020/10 – 2021/03 Sheikh zayed, Capital Business	Rotografia group <i>Sales local</i> <ul style="list-style-type: none"> • Negotiation skills. • Familiarity with the nature of the company's activity, the nature of the Packaging industry, and the stages of operation to provide correct, effective, and quick answers to the customer. • Participation in company exhibitions
2019/07 – 2020/01 6october_Degla, Zahraa New October	Mechanical and building foundations company <i>Internal control</i> <ul style="list-style-type: none"> • Inventory control, additions and receipts. • Periodic inventory of stores.

- Control over the percentage of completion of construction in accordance with the contracts concluded for subcontractors.

Courses

2024/01 Oline	CMA PART1 {In progress} <i>Dr/ Abdalla abdelnaim {Holder of CPA,CMA,CFM,CIA,CRMA,CISA,CFE,IPSAS Diploma,COSO IC - ERM certIFR,CertIA,CertIPSAS,GRCA certificates}</i>
2024/03 – present Naser city, Egypt	Freelance <i>EYouth</i> - Career planning - Simulation of portfolio building - Emotional intelligence - Unique selling points- Budgeting, pricing and how to write proposals - Final project - Virtual presentation skills - Recruitment coach - Freelance

Languages

English

- Writing Level B2
- Listening Level B2
- Speaking Level B2