

Omar Muhammad Shousha

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OBJECTIVE

A highly organized and hard-working individual who is seeking excellence and always accepting new challenges looking for an operational role in a growing and professional environment.

EDUCATION

2016 - 2020

Bachelor's Degree of Commerce – English, Accounting department.

- **Mansoura University.**
- **General Grade:** Good.

WORK EXPERIENCE

01/2021 - 08/2021

Audit Associate.

Sindi & Batterjee's back office, Mansoura.

Responsibilities:

- Supporting the auditing team in their daily functions.
- Preparing financial statements using the adjusted trial balance.
- Collecting all documentation necessary for audits.
- Checking, formatting spreadsheet data and processing them to the system (1Audit).

VOLUNTARY ACTIVITIES

09/2019 – 01/2020

Incoming Global Volunteer (IGV) Member at AIESEC.

IGV is the department that handles all that is related starting from **attracting Exchange Participants (EPs)** for our local projects, **raising Enablers**, the delivery of **EP servicing** to getting to the **Complete** status.

Responsibilities:

- Targeting and Attracting Exchange Participants (EPs) for our local projects.
- EP Interview.

LANGUAGES**English:**

Listening B2 | Reading B1 | Writing B2 | Speaking B1

COURSES

Google Data Analytics – Coursera 2022 (Still in progress).

**ADDITIONAL
SKILLS****Technical:**

MS Office Excel: very good.

MS Office Word: good.

Computer skills: very good.

Personal:

Communication skills.

Able to work in a team.

Attentive to details.

Accuracy.

Active listener.

Willingness to learn.

PERSONAL INFO

Date of birth: 22th of February, 1998.

Nationality: Egyptian.

Marital status: Single.

Military service: Exempted.

Availability to start: Immediately.