

# **Tadres Rady Fahmy Habib**

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## **Objective**

Seeking an opportunity in accounting, finance, credit and auditing as a Banker, I'm looking for a position that utilizes my technical skills where my knowledge is applied, and my experience is well utilized.

## **Education**

Bachelor of commerce English section, South Valley University (2018- 2022)

Major: Management

Grade: Good

## **Experience**

**Sales and Accountant At Elbatal Art Company May – 2022 Now**

- Reviewing warehouse records
- Convince customers and satisfy them
- Prepare day to day journal entries
- Made general ledger
- Responsible for arranged money and entered it into the company's treasury
- Made finance report
- Audited on the company's data and dealings
- Reviewing customer accounts

**Customer Services at Elmasreay Company April – 2022 May – 2022**

- Sold the company's products and services
- Convince customers and satisfy them
- Solved client problems

## **Courses and Training**

- |   |                         |
|---|-------------------------|
| • Volunteer At Sonaa Elhayai            | Jul – 2018 Aug- 2022    |
| • Web development track                 | Aug – 2022 Oct - 2024   |
| • Software Testing ICC ICT Track at ITI | April - 2024 Nov - 2024 |
| • Full Stack Developer using Python     | Nov – 2024 May - 2025   |

## **Language and Skills :**

- English: Very Good
- Arabic: Mother Tong
- Computer: computer Science (Developer) Microsoft (Word, Excel, Outlook, power point)

## **Accounting Skills:**

- Recording a company's financial transactions
- General ledger
- Prepare day to day journal entries
- Assist with Month -end, quarter \_ end and year – end closing.
- Inventory management
- Financial reports
- Budgets
- Interpersonal and leadership skills
- Excel finance functions and formulas

## **Other Personal Data :**

- Date of Birth: 24/1/2000
- Nationality: Egyptian