



OBJECTIVE

Seeking for the position of A Consultant to use my knowledge and experience in ERP Odoo .

**I am working as accountant for Innovated Technology Service Company that uses Odoo System. My position gave me a chance to manage inventory module , purchase module , sales module and accounting module .*

**In addition, I got a scholarship from the Ministry of Communications and Information Technology in Management & ERP (ODOO).*

** I got a Odoo implementer internship of National Technology Company .*

** So all of that made me aware many aspects of Odoo.*

Defuleet Apps , purchase module , inventory module , CRM module , POS module , sales module, manufacturing module and Accounting module .



EDUCATION

*BSc of Commerce, Accounting Department 2023, Cairo University .
Overall Rating: Very Good .*



EXPERIENCE

➤ Accountant at ELQalea Office for accounting & auditing

from September 2021 until October2023

- *Prepare tax payments*
- *Follow up the Operations of many companies .*
- *Prepare necessary paperwork for tax payments and returns.*
- *Controlling and following the Average collection period (cash payments, check, and Banking transferring) from distributers and customers.*

➤ Accountant at Innovated Technology Service Company.

from March 2024 until October 2024

- Inventory Accountant .
- Manage purchase module , Sales module and inventory module on Odoo .
- Follow up accounts payable and accounts receivable .
- Prepare tax returns .



TRAINING & COURSES

- *Scholarship Of DEPI In Management & ERP Odoo 17*
- *Odoo implementer internship of National Technology Company in ERP Odoo 18*
- *English courses*
- *ICDL V.5, Microsoft Office (Advanced excel & word & power point)*
- *SAP S/4 HANA (Financial Accounting) End user & configuration*
- *Communication tools (Microsoft Communicator, Windows Net Meeting, Lync, and Internet searching).*



SKILLS

- *Time Management*
- *Communication Skills*
- *Self Study*
- *Teamwork*
- *Problem Solving*

References are available upon request