

Christina Ibrahim

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Objective:

Seeking a job in a reputable multinational

Organization where the climate to learn and diversify my knowledge. Place where I can utilize and strengthen my study and interpersonal skills could be recognized.

Applied and improved in the achievements of the goals of the organization as well as mine

➤ **Education**

- Faculty of Commerce,
- Major: Accounting department, Graduation year: 2014

• **Experience**

- **Project Manager at Wellspring Egypt** (2021 till now)
 - Communication with the client
 - Preparing proposals for the client
 - Preparing camps
 - Project execution
- **Budget controller at Wellspring Egypt** (2019 till now)
 - Responsible for making budgets for big projects like NBE and Misr el Kheir.
 - Taking a leadership positions in wellspring camps.
 - Tracking the profit margin for the company every month.
 - Responsible for the logistics part and making deals with different places like clubs.

Accounting at Wellspring Egypt

(2020 till now)

- Entering invoices in the database for managing account payable/receivable, and handling all accounting operations
- Maintaining and updating accounting records in both electronic and paper formats
- Assisting team for monthly and annual audits, and preparing concise reports
- Handling journal entries, account payable, account receivable, and various other duties

Freelancer at Wellspring Egypt

(2017 to 2019)

- Facilitating and leading teams in WellSpring camps.
- District leader and project manager – at WellSpring and Masr el kher **(2017 to 2019)**
- District leader and project manager – at WellSpring and Vodafone

Trainee as accountant at ROBIN INTERIORS DESIGN

(July TO October, 2014)

- Preparing and responsible for employees' salaries.
- Responsible for keeping the financial transactions in the database on a daily basis.
- Preparing reports and summaries of income statements & balance sheets and inform the administration periodically.

SUPERVISOR at HANDS TOGETHER DEVELOPMENT (Nursery)

(SEPTEMBER 2015 TO JUNE 2016)

- Supervision over both the teachers and the curriculum in the nursery.

➤ Extracurricular activities

• Facilitator at AYC sports team

- Facilitate and organizing sports days
- Preparing games and creating new ideas

• Certified as Zipline trainer for kids and adults.

➤ Courses and Sessions

• Kids psychology Academy

- learning how to understand children's behavior.
- kids need and different stages of their life.

• Customer service workshop at Wellspring Egypt

- Learning how to deal with different types of customers
- Learning how to handle client complains.

- **Gamification Course**

The aim of this course was to create a game to deliver a certain value or discuss a certain issue with the target audience.

➤ **Skills**

- **Computer Skills:**

Excellent knowledge of Microsoft Word, Excel and PowerPoint.

- **Language Skills:**

Good command of written and spoken English.

- **Personal skills and competencies:**

Time management skills.

Communication and Marketing skills.

Leadership skills

Negotiation skills.

Problem solving and handling skills.

Team building constructor.

