

Abdelmoniem Elsayed Abdelmoniem Mohamed

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Adress : Obour city – Cairo – Egypt

Military Service : Finished

Date of Birth : 4 of Aug 1997

CAREER OBJECTIVES:

Seeking a challenging career with a progressive organization that provides an opportunity to upgrade my skills and knowledge in financial sector.

EDUCATION:

- 2015 Bahteem secondary school for Boys
- 2019 Faculty of Commerce English Section at Misr University, Major Accounting (Very Good)

EMPLOYMENT HISTORY & EXPERIENCE:

- Financial Accountant and Manager at Wrap up Specialized in Protection Films for Cars (Responsible for financial and Banking transactions, Staff hiring and recruitment, connections with the clients and administration stuff) 03/2021 – Still Now
- Ex Agent (call center Representative) Vodafone Egypt 06/2019 - 01/2020 (answer calls and answer clients' questions and solve their problems).
- Ex Agent (sales Representative) Technico flor company 02/2019 - 05/2019 (Offer my company's products to perfume stores, and also be responsible for the financial accounts between these stores and the company).
- Ex Agent (Social Media Moderator) Shipping products company 11/2017 - 04/2018 (offer the products on social media and I reply to messages, receive orders and send them to the company to do the shipping process).

LANGUAGES:

- Arabic (mother tongue).
- English: Reading (very good) - writing (very good) - conversation (very good).

TRAININGS:

- Trainee at Alex Bank (06/2018 – 07/2018).
- Trainee at Petrogas Oil Company (08/2017 – 09/2017).

CERTIFICATES:

- Basics of digital marketing (Google).
- English course (Languages Institute for the Armed Forces).
- ICDL course (MISR University).

SKILLS:

- Administrative stuff
- Communication skills
- Financial transactions
- Multitasking
- Team Player
- People oriented
- MS office, Word, Excel