



# Mohammed Adel Hamed Saker

ACCOUNTANT AND  
MANAGER ASSISTANT

A manager assistant i planning and organize the works in company.  
A accountant i have contorl the cost, payment, stocks, customers.

## Skills Software

Microsoft Office ●●●●●


## Personal

End user training skills  
Able to work in a team  
Able to learn technology fast  
Organised Cooperative Calm  
Sociable Friendly

## Contact

 mohamed\_adel7551@yahoo.com

 +201110894640

 Zaky Elbtran St. from Elbeney  
Haram - Giza -Egypt

 www.facebook.com/MRm7mdadel

 <https://www.linkedin.com/in/mohamed-adel-a812b4195>

 <https://m7mdadel.github.io/cv>

## Personal Details

Date of Birth : 12/1/2000

Statues : Single

Military service: exempt

## Languages

Arabic : ●●●●●

Ensligh : ●●●●●

## Education History

### UNIVERSITY AND MY DEGREE

- Bachelor of Commerce, Business administration department, with good degree 75%, Helwan University 2021

## Work Experience

### ACCOUNTANT

**Arab construction Osman Ahmed**

**Osman | 2019**

- Traind as a Financial Accountant

### ADMINISTRATION , ACCOUNTANT

**Currwnt work**

**Modern support, hi tech systems**

**(Abdollah Farag Group) | 2021, July**

General Accountant

- Dealing with the government portal for electronic bills and customs.
- Make account statement reconciliations with clients.

Manager Assistant , financial analyst

- Planning and organizing transitions for engineers and technicians for repair in our customer's places.
- Assist the manager in making import decisions and financial analyst .
- Supervising the sales department
- Supervising employees in the right way without pressure on them