

Mahmoud Mohamed Elboushy

Egypt - Gharbia Governorate – El Mahalla El Kubra city

Email: mahmoudelboushi0909@gmail.com

Phone: +20 01202676954

LinkedIn: <https://www.linkedin.com/in/mahmoud-elboushy>

Portfolio: <https://mahmoudb192000.github.io/my-website>



Professional Summary

Detail-oriented and results-driven professional with a Bachelor's Degree in Commerce – Management Information Systems, offering diverse experience in data entry, customer service, operations, and accounting. Skilled in utilizing software tools like Odoo for inventory and sales management, and proficient in frontend and backend development of websites. Strong foundation in accounting principles and financial analysis, with the ability to integrate technology solutions to optimize operational efficiency and data accuracy. Adept at working in fast-paced environments, demonstrating excellent problem-solving skills, and consistently delivering high-quality results.

Personal Information

Name: Mahmoud Mohamed Elboushy

Date of birth: 1 / 9 / 2000

Nationality: Egyptian

military status: Performed military service (March 2024)

Languages

Arabic (Native)

English (Intermediate B1)

Education

Bachelor's Degree in Commerce – Management Information Systems

Nile Higher Institute for Commercial Sciences and Computer Technology, Mansoura

- Graduated: August 2022
- Overall Grade: Very Good

Work Experience

Data Entry Specialist

Misr Express for Trade and Distribution Company / January 2025 – Present

- Accurately input and update data in Odoo, managing inventory, sales, and customer records.
- Generate reports, validate data for accuracy, and ensure the security and confidentiality of sensitive information.

Operations Officer

Blankets Factory/ August 2024 – October 2024

- Coordinated daily operations to ensure seamless production and delivery processes.
- Monitored performance metrics, making adjustments to optimize efficiency.

Customer Service Representative

WE Company / May 2024 – August 2024

- Addressed customer inquiries, resolved technical and service-related issues.
- Delivered timely solutions to enhance overall customer satisfaction

Direct Sales Representative

Clothing Company / May 2020 – December 2020 / part time

- Delivered tailored product recommendations to meet customer needs.
- Ensured customer satisfaction and maintained positive relationships with clients

Computer Store Owner

Self-Employed / January 2016 – January 2023

- Provided computer repair services, diagnosing and solving hardware and software issues.
- Managed inventory, sold accessories, and offered technical support to enhance customer experience.

Factory Worker

Clothing Factory / May 2015 – December 2015

- Assisted in organizing clothing items and ensured efficient flow on production lines.
- Collaborated with team members to maintain an organized and safe work environment.

Courses & Internship

English Language Course A1&A2 (January 2019) Frontend Development Course (March 2021)

Backend Development Course (March 2021) ICDL Certification (April 2022)

Bank Misr Internship (August 2022) Excel for Data Analysis (April 2024)

Data Entry Fundamentals (May 2024) Office 365 Training (September 2024)

English for Software Engineers – Manara Platform (December 2024)

Financial Literacy for Youth – Central Bank of Egypt (January 2025)

Financial Literacy for Business - Central Bank of Egypt (January 2025)

Skills

Data Entry & Data Management

Frontend & Backend Development

Microsoft Office Suite (Excel, Word, PowerPoint)

Customer Service & Communication

Detail-Oriented & Accuracy in Data Processing

Odoo (Inventory & Sales Management)

Accounting & Financial Analysis

Problem-Solving & Analytical Skills

Time Management & Multitasking

Technical Support & Troubleshooting