



## **Mohamed Awad Farahat**

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### **Personal Data**

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- ✦ Date of Birth: 28 April 1993
- ✦ Nationality: Egyptian
- ✦ Marital Status: Single
- ✦ Military service: Completed

### **Trainings and Courses**

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- ✦ The professional approach for accounting practices with application on computerized system at IBCON.
- ✦ General accounting at Badr El Din Petroleum Company
- ✦ English Course, according to the Ministry of Defense Language Institute.
- ✦ ICDL Course, according to Ministry Of Communication.

### **Work Experience**

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#### **1- TAX Accountant at Royal For industry&Trading Company**

**(2018 - Present)**

##### **Job Responsibilities:**

- ✦ Prepare Tax Examination Files , Withholding Tax and VAT Return
- ✦ Prepare the journal entries and record it on the system.
- ✦ Complete general ledger operations.
- ✦ Draw up monthly financial reports.
- ✦ Assist with year-end closings.
- ✦ Receive and verify purchase invoices.
- ✦ Recording all the data of the invoices
- ✦ Auditing invoices before issuing checks.
- ✦ Prepare different tax forms.

- ✚ Maintain listing of accounts payable.

## 2- Associate Auditor at Auditoria

(2017 – 2018)

### Job Responsibilities:

- ✚ Collect and analyze data to detect deficiency controls, duplicated information, extravagance, fraud, or non-compliance with laws, regulations, and accounting principles.
- ✚ Inspect account books and accounting systems for efficiency, effectiveness, and use of accepted accounting procedures to record transactions
- ✚ Deliver a full range of tax services in compliance with laws and regulations within time frame.

### Education

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- Faculty of Commerce, Ain Shams University. 2012-2015
- Department: Accounting

### Skills

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#### **Computer Skills**

Very good knowledge about **ERP** system and Microsoft Office (Excel, PowerQuery, Word and PowerPoint).

Good **IT** skills

#### **Language**

- **Arabic:** Mother Tongue.
- **English:** Very good at Writing, Listening, Reading and Speaking.