

Abdulahman Hosny

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25-04-1998

Career objective:

A highly skilled in financial analyst and sales with a proven track record of sales, critical and analytical thinking. Possessing extensive work experience in financial analysis, customer service, and immediate interaction, as well as an excellent academic record. I am eager to apply for this vacancy to leverage my skills and experience to contribute to the development of society and further enhance my financial knowledge gained during my college studies. My objective is to add value to the field of Sales, financial analysis by utilizing my skillset to achieve the organization's goals.

Education:

- **University of Sadat City, Faculty of commerce English section. 2016 - 2020**
Bachelor Degree, Major Accounting

Work experience:

EDGE REALITY REAL ESTATE (Dubai, UAE)

MAY. 2021 – MAY. 2023

Position : ACCOUNTANT

- Handle all accounts payable and receivable on a daily basis to make sure each invoice and expense report is accurate
- Prepare Financial statements in Time
- Manage General ledger, Balance Sheet and Profit & Loss Statements
- Follow up with vendors for accounts payable and keep in touch as needed for collections and ensure bills are paid on time
- Managing the bank accounts, Inc. bank reconciliation & extensive PDC management
- Processing monthly property related expenses for payment purposes and Managing or leasing property to tenants
- Prepare Monthly End Close WPS For Employee and Monthly Commission Slip For Agent
- preparing quarterly estimates and annual TAX returns - Value Added Tax Accounting Inc. Tax Invoicing & FTA VAT Returns
- Inspect and update all documentation and systems related to accounting and company finances

- Handel payment documentation, referencing outstanding bills, updating debt balance, and conducting disbursement
- Managing the company's financial systems, budgets and Reconciliations.
- Managing Banks Cheques Of The Company and Petty Cash
- Obtain all the banks statements, to ensure preparation of reconciliations and reviewing bank reconciliation report

ZAD Solutions (Cairo, Egypt)

May.2020-May. 2021

Position : Odoo Erp System Help Disk

- Utilizes ASAP's Implementation Methodology to implement the client's solution.
- Conducts blueprinting workshops to gather information on the client's requirements.
- Designs and documents the client's solution, including their business requirements and program specifications as needed.
- Provides end-user training, which includes creating training manuals, preparing training systems, and conducting training sessions.
- Designs, documents, quotes, implements, tests, and trains any post-live change requests, including scope change

Skills:

- **Technical skills:** I possess a diverse set of technical and transferable skills, including proficiency in Microsoft Office , ERP System (SAP – Oracle – Tally – Odoo – Zoho – Pact – QuickBooks)
- **Transferable Skills:** I have honed my leadership abilities and self-learning skills through training and instructing others, as well as developing strong negotiation, critical thinking, active listening, collaboration, social and communication, analytical, problem- solving, time management, team working, crises management, internet searching, accuracy, presentation, and public speaking skills.

Languages:

- **Arabic:** Native
- **English:** Professional

Professional Development:

Intel & InnovEgypt University.

Sep. 2019 – Oct. 2019

participated in the intel ideation workshop

- Develop the ability to identify business opportunities by reframing problems as opportunities.
- Acquire the skills to understand social challenges and perform contextual analysis to find viable solutions.
- Research and evaluate emerging technologies and assess their potential to solve complex problems.
- Utilize creative tools and techniques to generate innovative ideas and develop new business models.
- Create rapid prototypes and effectively communicate ideas through visual presentations.

InnovEgypt University

Aug. 2019 – Sep. 2019

Participated in training course and developed a final project for a potential startup.

- Provide an introduction to the fundamentals of innovation and technology management.
- Teach participants how to generate innovative ideas using the Design Thinking approach.
 - Develop entrepreneurial skills by introducing the basic concepts of entrepreneurship.

Rising Star Academy, Accounting Workshop.

Jan. 2019 – Mar. 2019

- Oversee all accounting transactions, including managing accounts payable and receivable, and ensure accurate and timely record-keeping.
- Prepare financial statements and reports, including balance sheets and profit-loss statements, and ensure compliance with accounting principles and regulations.
- Conduct monthly, quarterly, and annual closings, and reconcile accounts to ensure accuracy and completeness.

Commercial International Bank, Bank training.

Sep. 2018 - Nov. 2018

- Successfully completed a comprehensive 180-hour training program focused on customer service and teller duties within a month, gaining expertise in handling various customer financial transactions such as deposits, withdrawals, transfers, and check cashing.
- Proficient in managing ATM deposits and providing prompt customer service by answering phone calls, providing accurate information, and resolving any issues with tact and professionalism.
- Well-versed in cash handling procedures and trained in accurately counting cash, adhering to strict security measures, and maintaining the highest level of integrity in all transactions.