

OSAMA ESSAM

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Career Objective

I am a person with a very positive, honest and friendly Attitude. I possess good communication skills. I am Hardworking, punctual and able to work under pressure. Knowing my Priorities in job helps me to perform effectively Combined with good teamwork. I am willing to take up new Challenges and come up with something innovative to solve them.

Working Experience

Worked as teller at Nasser Social Bank.

Handled all transactional services, including bank deposits, monetary withdrawals, financial transfers, and other bank transactions.

- * Accepted cash and check deposits.
- * Made cash withdrawals.
- * Advice customers with loans.
- * Helped clients apply for mortgages.
- * Making daily **entries** on purchases & sales & monthly reports.

Teller & Accountant at Doctors Company for money exchange Responsible for:

- *Daily dealing with clients **transactions of receive & exchange currency.**
- *making daily **entries** on purchases & sales & monthly reports.
- *trained at **National Bank of Egypt** during my college study.

Education

Tanta University 2017-2021

Bachelor of commerce English section, Department of accounting

Computer Skills

ICDL Certificate (Word, Excel, Power Point, Computer Essentials, Online Essentials, Online Collaboration, and

> **PFA** (professional financial accountant)

> **Advanced Excel**

> **Professional electronic accountant**

> **Peach tree program**

> **quick books program**

Languages

> Arabic (speaking, writing, reading) Native

> English (speaking, writing, reading) very good

Skills

> A quick learner hard working and honest.

> Excellent communication skills

> Good interpersonal skills to get together with other people.

> Good personal presentation skills

> To be friendly, polite and helpful

> To be patient and diplomatic when dealing with complaints.

> Ability to work under pressure

> Ability to prioritize duties

> Confidential and self-motivated

> Flexibility and reliability, with a willingness to work weekends and evenings

> Able to adapt to changes easily

Personality details

Birth: 20/06/1999

Nationality: Egyptian.

Gender: Male

Civil status: Single.

Visa status

Visit visa

Passport Details

Passport No: A33270590

Date of Expiry: 25/2/2030

Date of Issue: 26/2/2023

Interests

Sports: Football .

Travelling: Learning about new cultures, new languages,
and meet new people

References

Available Upon Request.