



Abdullah Gamal Salama

Financial Accountant

UAE

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Objective:

Financial accountant with expertise in the accounting cycle, adjusting and closing entries, financial statements, and accounting principles. Proficient in Microsoft Office and GP Dynamics with strong attention to detail. Skilled in preparing monthly and annual financial reports, calculating VAT, and creating E-invoices. Collaborative team player with strong communication and problem-solving skills.

Education:-

- **Bachelor of Commerce**
 - Mansoura university 2021
 - Accounting Department
 - Grade very good (84.63 %)

Work experience:

1. **Financial accountant in "[Planet Tours and Travel](#)" from Jul 2023 to June**

Responsibility:

- Generate Receipts for Withholding Tax from suppliers and transfer them to the tax authority.
- Create E-invoices on the Ministry's website and ensure compliance with regulations.
- Record Withholding Tax and E-invoices into Microsoft Dynamics (GP).
- Prepare Salary and Wage Adjustments (monthly, annual, and quarterly).
- Post Accounting Entries for purchase and sales invoices.
- Prepare Monthly VAT Reports to comply with tax obligations.
- Compile Quarterly Withholding Tax Reports for submission to the tax authority.
- Generate Payroll Reports for internal review, audits, and submission to tax authorities.

2. **Financial accountant in "House of experts for financial and tax consulting" from June 2022 to June 2023**

Responsibility:

- Financial Auditing: Assisting in audits, whether internal or external, to ensure compliance with tax and financial regulations, and identifying areas for financial improvement.
- Tax Preparation and Filing: Ensuring compliance with tax laws and regulations, preparing and filing tax returns, and advising clients on tax planning strategies.
- Financial Reporting: Preparing accurate and timely financial statements in compliance with legal and regulatory requirements, including income statements, balance sheets, and cash flow statements.

Courses:-

- Professional financial accountant (PFA from Teracourses).
- Oracle financial – Odoo (Heaven Academy).
- Advanced Excel (Heaven Academy).
- International computer driving license (ICDL).
- Human development.

Skills:-

1. Accounting skills:-

- Bookkeeping & Accounting cycle.
- Close entries, adjusting entries.
- Accounts payable & Receivable.
- Financial statements.
- Knowledge of accounting principles.
- Inventory control.
- Auditing.
- Payroll Processing.
- VAT and Sales Tax Management.

2. Computer skills:-

- Excellent in all Microsoft office (word, Excel, and PowerPoint).
- I am excellent at working on GP dynamics.
- Have the ability to deal with various accounting software.
- Have the ability to deal with and solve computer problems.

3. Soft Skills:-

- Communications skills.
- Problem solving.
- Teamwork skills.
- Creativity.
- Open-Mindedness.
- Adaptability.
- Attention to detail.
- Self-motivation.
- Work ethic.
- Time management.

Personal details:-

- Nationality: Egyptian.
- Date of Birth:28/09/1999
- Marital status: Single.
- Languages: Arabic & English.
- Visa Status: Visit visa.