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| Personal Information |

Full Name: Omar Fouad Ibrahim El-sayed

Marital status: married

Nationality: Egyptian.

Date of Birth: 21 December 1975

Address : 15 mostafa kamel buildings Alexandria , EGYPT

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| Contact Information |

Contact Telephone(s): (mobile): 01099350255 - 01099350722

E- Mail: omar.articles@yahoo.com

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| Education |

- St. Fatima Language School

- Yousef El-Sebaay Language School

- Bachelor of Accountancy - Faculty of Commerce, Alexandria University 1998

- Bachelor of Media – Faculty of Media – Cairo University – 2015

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| Work Experience |

#### Financial & Admin Manager "Al Maray El Tabayah Co." (Egypt)

#### (Sep 2015- Till Now)

* Deal with all Government authorities to enable us practice of all our business such as Retail
* To be responsible for transaction & correspondence with the banks.
* Entitled to represent the company in front of all the landlords and do the proper presentation to guarantee best location for brands.
* To be responsible for country business plan and operations. This including taking responsibility for profit, revenue, cash and quality targets.
* Deliver operational leadership and assume full P&L responsibility for all our contracts.
* Responsible for country business plan and executed quarterly report
* Responsible to finalize yearly budget on time.
* Develop an annual sales plan for existing and future brands and ensure excellent relationships are maintained with other parties.
* Provide ongoing support to business acquisition and bid preparation, working closely with colleagues in pursuit of new contracts or extending existing contract work scopes.
* Agreeing annual budgets & producing a detailed annual business operating plan are tasks a country manager may have to deliver as well as monthly, quarterly or annual targets for revenue, profits and cash.
* Expected to recruit and manage staff, including performance monitoring, and possibly mentoring and training.

####  Financial & Admin Manager "Frisco Co." "(Egypt)

####  (Dec 2013 – Aug 2015)

* Pricing new products.
* Set the products monthly promotions and the marketing plans
* Set the sales target for the sales staff and the company

#### Reporting to the chairman.

#### Negotiating & discussing with banks, suppliers, clients, agencies

#### Controlling the mangers & departments daily tasks

#### Controlling the operation quality and cost

#### Budgeting & Planning Sales Expenses

####  Deputy manger "Global Net" "(Kuwait) (dec 2009 – Feb. 2013)

* Pricing new products .
* Set the products monthly promotions and the marketing plans
* Set the sales target for the sales staff and the company

#### Reporting to the General Manager & chairman.

#### Negotiating & discussing with banks , suppliers , clients , agencies

#### Controlling the mangers & departments daily tasks

#### Controlling the operation quality and cost

#### Budgeting & Planning Sales Expenses

####  Financial & Admin Manger "United Projects Group Holding "(Kuwait)

 (dec 2007 – dec. 2009)

* Reporting to the Managing Director.
* Preparing the financial studies for the new projects & the new companies
* Negotiating & discussing the bank facilities for each individual company
* Budgeting the companies & controlling the accounts
* Finalizing & preparing the financial statements
* Preparing the financial studies & analyzing reports
* Controlling the accounts and reviewing the daily entries

#### Chief Accountant & H.R “Hayat Group-Contracting Division” (KUWAIT) (OCTOBER 2004 - Nov 2007)

* Preparing the financial studies for projects (cash flow).

 1) Monthly Cash out for every work item.

 2) Cash in which indicate every monthly payment from

 The Owner of the project.

 3) Excess or shortage as a result from the above data.

* Negotiating & discussing the bank facilities for each individual project .
* Reporting monthly financial statements and other comparison statements for the financial controller of the group.
* HANDLING with bank accounts, bank Reconciliation, L.CS, L.GS and other banks facilities.
* MAKING JOURNAL ENTRIES
* Handling with owners and subcontractors accounts.
* Handling with receivables and payables accounts.
* Finalizing and preparing the year financial statements.
* Review daily cash reports & monthly payroll.

 AUDITOR "TAREQ BOURESLI & CO. PKF" – one of the big ten worldwide firms - (KUWAIT) (JUNE2003 – SEPTEMPER 2004)

* External audit and prepare the financial statements & book keeping for over 25 companies with variety activities.
* Preparing and designing the accounts system and the accounts charts

Auditor " MOUSTAFA SHAWKY & Co. D&T – one of the big four worldwide firms (EGYPT )
 ( APR 2001 – JUNE 2003 )

* Book keeping
* External audit and prepare the financial statements :
	+ - " Misr exterior bank "
		- "INT'L ARABIC BANK
		- " ISLAMIC INT'L BANK "
		- "al-ahli bank of Egypt "
		- " MANSOUR INT'L DISTRIBUTING "
		- " RAFIMAR "
		- " TALAAT HARB COTTON "
		- " EL NASR CASTING – KABO "
		- " ALEXANDRIA SPINNING & WEAVING "
		- "MEDIA PROUDCTION CITY"
		- " METRO "
		- " AL AHRAM FOR STEEL "
		- NILE LINEN "
		- " RIKA LOUIS "
* Preparing and designing the accounts system and the accounts charts.

Income Auditor " GRAND AZUR – Sharm El-Sheikh "

 ( APR 2000 – FEB 2001 )

* Financial auditing

General Cashier "CONRAD INT'L RESORT- Hurghada "
 ( FEB 1999 – MAR 2000 )

* Bank accounting
* Payroll
* Supervisor on restaurant cashers and the head cashier

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| Additional Information |

Language Proficiency:

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| Language | Oral Proficiency | Reading / Written Proficiency |
| Arabic | Mother tongue | Excellent |
| English | Excellent | Excellent |

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| Special Courses  |

I.T Knowledge:

- J.D Edwards

- Core ACCOUNTING SYSTEM

- Aswaq ACCOUNTING SYSTEM

- Advisor one

- AL-SHAMEL ACCOUNTING SYSTEM

- MS Windows XP

- MS Office XP

- Internet Browser Software (Netscape Navigator, MS Internet Explorer)

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| References  |

 - Upon your request