Mostafa Mahmoud El-Sayed

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Objective:

 Seeking a challenging position in a well established

 Company where my skills and educational background can

 be applied and further developed.

Education:

 \* 2003 Higher Institute For Specialized Technological- Cairo, Egypt.

 \* Bachelor of Administrative Information Systems.

Certifications:

 \* Certificate Microsoft Excel 2002 From Microsoft.

 \* CISCO Certificate of CCNA (**CCNA Exploration: Network Fundamentals**

 **Routing Protocols and Concepts - LAN Switching and Wireless** **– WAN's**

 **Design**) From "Cisco Networking Academy".

Skills:

 Computer Skills:

 \* Excellent Knowledge of windows and internet.

 \* Excellent Knowledge of MS. Office.

 \* Professional in Hardware & Software Maintenance.

 Language skills:

 \* Native Language Arabic

 \* Good in English

Experience:

 \* 2 years as an accountant in Lamps Sales Dept. in Elaraby Co.

 for Lighting Technology (TOSHIBA El-Araby ).

 - Responsible for revise all Master Data " sales data base and structure "

 as sales rep. data - customer data - dealer data - sales plans - pricing

 plan ..." with responsible before entering on SAP system and share in

 entering these data on sap system .

 - Responsible for Revise all the dept. Meta data " data about data" , then

 share in entering these all data.

 - Responsible for entering all Transactions data "Daily data" in all dept.

 - Responsible for make all ordering reports from SAP system.

 - Share in designing " sales order - ... -and all sales reports " on SAP

 system.

 \* 4 years as a Network Specialist in Information Technology Dept. in Elaraby Co. for Lighting Technology (TOSHIBA EL-ARABY).

- Back up network data.

- Configure security settings or access permissions for groups or individuals.

- Analyze and report computer network security breaches or attempted breaches.

- Identify the causes of networking problems, using diagnostic testing software and equipment.

- Document network support activities

 \* from 7 years and till Now in Mobil Company as a Stations Financial & Administration manager.

Bachelor Project:

 Accounting Table by Microsoft Excel.

Personal Information:

 \* Nationality: Egyptian

 \* Date of Birth: 6\1\1980

 \* Marital status: Married

 \* Military Status: Exempted

# \*\*\* I’m ambitious and talent active in my work very hard \*\*\*