



Mohamed Elbeltagy Mohamed Basouny



Personal

Name **Mohamed Elbeltagy Mohamed Basouny**
Address **Tanta, 31115 Tanta**
Phone number **01060899740**
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Work experience

- Assistant Accountant** Mar 2017 - Nov 2017
Ahmed Abdel Nabi's office, Tanta
Accountant at an accounting and auditing office and tax experts
- Accountant payable** Nov 2017 - Present
Al Badr Investment and Commercial Markets Company, Sheikh Zayed City
- Making extracts contractors - Review the warehouse balances on the segment program - Account supplier work - Project cost control - Accounts Payable - Accounts of contractors and suppliers on the ERP system (Next ERP & **Oracle Database** ERP)
- Accountant** Feb 2020 - Jun 2020
Al-Safe Company, October Industrial Zone
Accountant at Al-Safe Company for Packaging and Public Supplies(Part Time)
- Accountant (Part Time)** Feb 2020 - Present
Ahmed Bassiouny Office for Accounting and Auditing, October 6 City
Preparing and organizing the chart of accounts, bookkeeping and preparing financial statements
Tax services, submitting declarations on the system, and making an electronic invoice
Corporate auditing
Establishment and liquidation of companies



Education and Qualifications

Bachelor of Commerce Accounting Division Sep 2011 - May 2015
Faculty of Commerce, Tanta University, Tanta



Interests

reading



References

References available on request.



Skills

Microsoft Office

Expert

Problem Solving Skills

Experienced

Critical Thinking Skills

Experienced

Communication Skills

Expert

Teamwork

Experienced

Creativity

Experienced

Emotional Intelligence

Experienced

Attention to Detail

Expert

Responsibility

Expert

Digital Skills

Expert

Data Analysis

Expert

Foreign Languages

Skillful



Languages

English

Advanced

Arab

Native



Courses

Accounting Excel

Faculty of Commerce, Tanta University

Jul 2015 - Dec 2015

Microsoft Office Accounting

Faculty of Commerce, Tanta University

Jul 2015 - Dec 2015

Professional Financial Accountant

Faculty of commerce, Cairo University

Nov 2018 - Mar 2019

CMA in progress

online - Learning- Go

May 2023 - Present