

Omar Marwan Mohamed

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CAREER OBJECTIVE:

A qualified professional accountant with experience in financial reporting and accounting services and in providing and sharing my breadth of experience and abilities effecting mutual employee and employer growth and success.

Great knowledge and experience in auditing principles and superior familiarity with risk management and the ability to verify the authenticity and compliance of financial transactions with the established standards and rules.

EDUCATION:

- Mansoura University (2015 – 2019)
- Bachelor's degree of Commerce English Section
- Department: Accounting.
- Grade: Good.

WORK EXPERINCE:

- **June 2022 – Present: External Auditor (remotely) at Kreston Auditing Office - Egypt**
 - performing a full audit cycle including risk management , financial reliability and compliance with all auditing regulations and rules.
 - obtaining and evaluating accounting documentation , preparing and presenting reports , identifying loopholes and recommending risk aversion measures.
 - Performing operations transactions in a timely and accurate manner.
 - preparing audit findings notes , conducting follow up audits and upgrading knowledge about the sector's rules ,best practices , tools , techniques and performance standards.
 - Ensuring all documentation is up to date with all compliance policies, regulations, laws and procedures.
- **Jan 2021 – June 2022: Accountant at Mesk Mekka Factory (Mahala)**
 - Designing the accounting and documental system using computer.
 - Preparing final accounts and different statements in accordance with GAAP.
 - Preparing financial reports, such as balance sheets and income statements, invoices, and other documents.
 - responsible for the marketing and advertising for the products online and dealing directly with the customers
 - assisting with the financial manager in preparing the monthly and the annual tax report
- **July 2020 – Jan 2021: Telesales at AL Hayah Medicine store (Mahala)**
 - promoting and marketing for medicines and pills through telephone and sometimes through visits to the customers
 - recording invoices daily in the company's computer system
- **Sep 2019 – July 2020: Accountant at Emaar Company (Mansoura)**

- Designing the accounting and documental system using computer
- Preparing final accounts and different statements in accordance with GAAP.

PROFESSIONAL DEVELOPMENT:

- Certificate of experience from MR Mohamed Kamal accounting and taxes office (July 2019)
- Mini master's in business administration (august 2019)
- Professional financial accountant (PFA) diploma (Sep 2019)
- Certificate of electronic accounting advanced excel (Pioneers academy)
- Certificate of experience EMAAR company
- Certificate of sales
- Certificate of operation management
- Certificate of marketing
- Summer training for fresh graduates at the commercial room Mansoura branch during college

SKILLS:

- **Language Skills:**
 - **Arabic:** Mother tongue.
 - **English:** Excellent (written and spoken)
- **Technical Skills:**
 - **Internet:** Excellent Internet user.
 - **Very Good knowledge of MS office** (Excel, Word and Power Point)
- **Personal Skills:**
 - Communication Skills.
 - Problem Solving
 - Working Under Pressure
 - Teamwork
 - Critical Thinking.
 - Time Management.

PERSONAL INFORMATION:

- **Date of Birth:** 27/7/1997
- **Military Status:** exempted
- **Residence:** El-Mahala El-Kubra
- **Marital Status:** Single
- **Nationality:** Egyptian

Interests:

Travelling, Football, Photography, Swimming and reading books.
