

Ahmed Adel

Accounting Manager

CONTACT



Phone

01118954377



Email

Ahmed.adel.maill@gmail.com



Address

Kawkab Al Sharq Street – Nozha ,
Cairo,

PERSONAL INFO

Date Of Birth

20/9/1988

Natiionality

Egyption

Gender

Male

SKILLS

Excel , Word	Advanced
Peach Tree And Bright Program	Advanced
Alpha Accounting program	Advanced

LANGUAGES

Arabic	Native
English	Good

SUMMERY

I still working as Accounting Manager at Red Sea International Contracting& Trading Company

I follow 25 projects in the road sector

I follow 7 projects in the field of Constructions

The total value of the projects is 25 billion pounds

I manage a team of 14 accountants and use my skills and talents in a large organization that encourages its employees to pursue education and continuous development.

Obtaining the training program in the Egyptian Accounting Standards from the Egyptian Association of Accountants and Auditors.

Obtaining a certified experience certificate from the chartered accountant's office Hassan Ali for worked in the office for two years.

Ready for any computer test.

Willing to work on any accounting program through practical experience on different accounting programs

Functional tasks assigned to the projects that have been worked on

1- Reviewing the custody of the sites and ensuring their compliance with the request to issue the covenant and distributing the terms of the covenant to

Cost centers for each project and the preparation of restrictions on the request for covenant and settlement.

2- Reviewing the contractors' extracts financially and technically according to each contractor's contracts and according to the terms of the contract.

Examine and prepare subcontractor entries of accrual and disbursement.

3- Preparing the entries for the client's extracts from maturity and disbursement and follow-up payment

Insurances for each extract and insurances for irregular employment.

4- Follow up on contractors' and suppliers' account statements to follow up on entitlement and disbursement for each supplier

The contractor in the project according to the contracts signed with the company .

5- Preparing entries for receivables and payment papers

6- Follow up on issuing letters of guarantee and preparing their restrictions in terms of commissions and coverage

Letters of guarantee and the preparation of the settlement memorandum from the bank monthly.

7- Follow up the company's credit facilities with banks.

- 8- Calculating the annual depreciation of fixed assets and making its entries
- 9- Review and apply the labor diaries for each project
- 10-The programs Bright, Compact, Peachtree have already been worked on
- 11- Preparing reports on the costs of each project and the deviations of the items.
- 12 - Coordination and follow-up with the chartered accountant's office to pay the taxes related to the company.
- 12- Participate in preparing the financial position and the monthly and annual audit balances.
- 13- Participation in preparing the company's balance sheet, income statement and clarifications

EXPERIENCES

Accounting Manager 5/2021 - to now

Red Sea International Contracting & Trading Company - Cairo

Accounting Manager 2/2020 - 3/2021

Al-Ansari Group For Trading And Contracting - Cairo

Accounting Manager 10/2018 - 2/2020

Smart Contracting Company - Cairo

Senior Accountant 2/2016 - 10/2018

Al-Safa Group For General Contracting - Cairo

General Accountant 1/2010 - 1/2016

Raj Contracting And Supplies Company. - Cairo

EDUCATION

Bachelor of Foreign Trade 9/2006 - 6/2009

Foreign Trade

COURSES

Obtaining the training program in the Egyptian Accounting Standards from the Egyptian Accountants and Auditors Association

The first course in accounting for commercial companies, from preparing daily entries to preparing financial statements

The second course in accounting for contracting companies, from preparing daily entries to preparing financial statements

The third course in accounting for industrial establishments, from preparing daily entries to preparing financial statements