

Ayman Gamal Hassan

Accountant

✉ aymgama904@gmail.com ☎ 01122306568 📍 Cairo, Egypt 🇪🇬 Egyptian 🧑 Single
📅 14/03/1996 🛡 Finished (6-2023)

PROFILE

Highly skilled and dedicated Accountant, equipped with a Bachelor's degree in Accounting from HTI. With a solid academic foundation and practical experience gained through internships and coursework, I possess a comprehensive understanding of accounting principles and practices. My commitment to accuracy, attention to detail, and proficiency in financial analysis has allowed me to contribute effectively to the financial success of organizations.

EDUCATION

Bachelor of English Commerce- Accounting and Business Mangement 09/2014 – 06/2021
Higher Technological Institute

LANGUAGES

Arabic English ● ● ● ● ●

PROFESSIONAL EXPERIENCE

Accountant 01/2024 – 10/2024

Al Zahi Contracting Company

- Daily storage adjustments and covenants related to the administration and work sites
- Preparing daily entries manually and recording them on accounting software
- Preparing contractors' extracts according to the engineering inventory or the equipment and vehicle secrecy
- Recording entries for due receipts and reviewing payments, deductions, and withdrawals
- Matching contractors' balances
- Following up on the documentary cycle of warehouse movement and matching book and actual balances through inventory
- Receive a copy of the (subcontract) from the project management or technical office and prepare a Database of subcontractors (file), reviewing contract terms, payments, fines and contracts Meter - sectional - diary.
- Preparing the payroll and making its reconciliations

Tax Accountant 09/2021 – 12/2023

Adham Tawakol Office

- Calculate VAT
- Posting and processing journal entries of all business transactions
- Perform day to day financial transactions
- Estimate and track tax returns
- Complete quarterly and annual tax reports
- Prepare necessary paperwork for tax payments and returns Check
- Upload invoices on the Egyptian government website
- Prepare employ

TECHNICAL SKILLS

Calculating Liabilities

Financial Management

Costing

Book Keeping Control

Microsoft Office (Word, Excel)

SKILLS

- Leadership
- Attention To Details
- Time Management
- Communication Skills
- Great attention to detail
- Excellent organizing abilities
- Good with numbers and figures and an analytical acumen

COURSES

Accounting Course
Rising Star

07/2023 – 09/2023