



Mohamed Alaa Eldin Abd Elgleel

Contact Information:

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Summary:

A detail-oriented and experienced accountant with over 10 years of expertise in various financial domains. Mohamed is seeking a challenging role within a dynamic organization to leverage his skills and achieve professional growth. His key strengths include financial reporting, data analysis, financial auditing, accounting review, and budget preparation.

Education:

- Bachelor of Law, Tanta University
- Master of Administrative Sciences: Faculty of Law – Tanta University
- MBA (Finance and Investment): Faculty of Commerce – Tanta University

Work Experience:

Accountant: International Teaching Hospital, Tanta University (Nov 2014 – Present)

- Prepares and posts daily journal entries.

- Performs bank reconciliations.
- Assists in preparing monthly, quarterly, and annual financial reports.

Accountant: Skin and Laser Treatment Center, Tanta (Jul 2017 – Present)

- Oversees financial transactions and budget control.
- Ensures compliance with accounting standards and policies

Accountant: Grannys Restaurant, Tanta (Jul 2020 – Present)

- Manages accounts payable and receivable operations.
- Reviews and maintains accurate financial statements.

Key Skills:

-Financial Management: Financial Statements Preparation, Budget Preparation

-Accounting Operations: Bank Reconciliation, Journal Entries, Accounts Receivable Management, Accounts Payable Management

-Analysis & Auditing: Data Analysis, Financial Auditing, Accounting Review

-Software Proficiency: ERP Systems, Accounting Software, MS Excel (Advanced)

Personal Details:

Date of Birth: February 14, 1991

Marital Status: Married

Nationality: Egyptian

Languages: English (Very Good), Arabic (Fluent)