

# AMIR MOHAMED

## Accountant

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utm\_source=share&utm\_campaign=share\_via&utm\_content=profile&utm\_medium=android\_app  
📍 Cairo

## SUMMARY

I am a good timekeeper, always willing to learn new skills. I am friendly, helpful and polite, have a good sense of humour. I am able to work independently in busy environments and also within a team setting, I am outgoing and tactful and able to be very effective when solving problems.

## EXPERIENCE

Accountant 09/2020 - Present  
Volcano Construction Cairo, Egypt

Company Description  
• Highlight your accomplishments, using numbers if possible.

محاسب عملاء 06/2021 - 04/2022  
هايتكس القاهرة, مصر

Company Description  
• Highlight your accomplishments, using numbers if possible.

Accountant 07/2020 - 09/2020  
Egyptian Construction Cairo, Egypt

Company Description  
• Highlight your accomplishments, using numbers if possible.

Accountant 01/2020 - 01/2020  
vision Cairo, Egypt

Company Description  
• Highlight your accomplishments, using numbers if possible.

Marketing Supervisor 12/2015 - 12/2016  
Elsabah for Food Industries Cairo, Egypt

Company Description  
• Highlight your accomplishments, using numbers if possible.

Administration 03/2018 - 03/2019  
Orascom Construction Ltd مصر

سكرتير عميد  
• Highlight your accomplishments, using numbers if possible.

## EDUCATION

bachelor Date period  
higher institute of cooperation and administration

## LANGUAGES

English Advanced ●●●●●



## KEY ACHIEVEMENTS

💎 "Automating Manual Documentation Processes"  
"Proven ability to streamline and digitize traditional manual document cycles, transforming them into efficient, automated system-based workflows. Proficient in identifying process inefficiencies, implementing digital solutions, and ensuring seamless data migration, resulting in enhanced accuracy, reduced operational costs, and improved reporting capabilities."

## SKILLS

Flexibility and adaptability , Accounting software , Microsoft office suite , Data analysis , Financial modeling

## INTERESTS

💎 Accounts / Financial Statements and Costing Technology / Artificial Intelligence Programs / All that is new Economy / Follow up on developments