

ISLAM ATIF ABDEL-SALAM RAYAN

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SUMMARY

Organized accountant with four years of experience managing department-wide accounts payable and receivable. Responsible for company-wide payroll and budgeting, experience in Account management and sales across multiple sectors and I am eager to learn

EXPERIENCE

- SENIOR ACCOUNTANT & WAREHOUSE MANGER** DEC 2023 - MAY 2025
EL KHOBRA AGRICULTURE DEVELOPMENT CO.

Documents financial transactions by entering account information. Compiling, analyzing, and reporting financial data. Assisting management in the decision-making process by preparing budgets and Assisting management in the decision-making process by preparing budgets and financial forecasts. and make some financial statement on Odoo program

- SHIFT MANGER & CHASHIER** DEC 2022 - NOV 2023
BUGER KING - KOUT CO _ KUWAIT

responsible for overseeing business operations, delegating tasks to team members and resolving problems that occur on their shift. Their duties include stocking inventory, balancing the cash register and coordinating employee responsibilities to improve efficiency or customer service.

- FINANCIAL ACCOUNTNAT** JAN 2019 - NOV 2022
El-mostakbal co. for medical needs - Egypt

Documents financial transactions by entering account information. Compiling, analyzing, and reporting financial data. Assisting management in the decision-making process by preparing budgets and financial forecasts.

EDUCATION

BACHELOR OF COMMERCE
assuit university 2014 - 2018
degree : good

DIPLOMA OF ACCOUNTING STUDIES IN ENGLISH
assuit universiry 2018 - 2019
dgree : very good

LANGUAGE

ENGLISH : VERY GOOD
ARABIC : MOTHER TONGUE

SKILLS

Standards of Accounting

Knowledge of regulatory standards

Software proficiency

Attention to detail

LICENCE

Driving licence, Egypt

CERTIFICATE

- FINANCIAL & DATA ANALYSIS**
(JAN 2025 - MAY 2025)
Udemy - Onlin
& INSTITUTE OF PROFESSIONAL MANGER
- ODOO CONSULTANT PROGRAM**
(sept 2024 - nov 2024)
INSTITUTE OF PROFESSIONAL MANGER
- INTRODUCTION TO MACHINE LEARNING & Ai** (Feb 2022- march 2022)
Assiut University - Google developer studnt clubs
- MICROSOFT OFFICE SPECIALIST (MOS)**
(AUG 2019 - OCT 2019)
Assiut University - Pyramids Training co
- INTERNET AND COMPUTIING CORE CERTIFICATE (IC3)**
(may 2019 - aug 2019)
Assuit University - Pyramids Training co
- TAX ACCOUNTING PROCEDURES**
(Feb | 2019 - Feb | 2019)
Assiut University -
PS Center for business consultation

SOFT WARE

■ PEACHTREE

■ QUICKBOOKS

■ ODOO

■ MS OFFICE

■ POWER BI