

Ebrahim Ashraf Youssef

Accountant

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- **Marital Status:** Single
- **Iqama:** Transferable iqama
- **Date of Birth:** Jan 1999
- **Nationality:** Egyptian

Objective

Seeking a suitable opportunity in a reputable organization, with an opportunity for professional growth, and this can take advantage of my accounting, computer, language and public relations skills, in a job that meets my personal ambitions and enhances my knowledge, not to mention increasing my experience, while making a significant contribution to the success of the company.

Education

- **Degree:** Bachelor of commerce (Class 2022).
- **Major:** Accounting.
- **Grade:** Good.
- **University:** Al-Azhar University.

Experience & Training

- Branch Accountant at "SERA mattress & furniture" Egypt (Feb 2023 – Jan 2024).
Responsibilities:
 - Examine petty cash and settle the covenant submitted by employees.
 - Examine bank statements and reconcile them with general ledger entries.
 - Set up journal entries and post operations to the general ledger.
 - Registering incoming payments from clients & outgoing payments from suppliers.
 - Enter purchase and sales invoices in addition to inventory control.
- Trainee Accountant at "Commercial International Bank Egypt (CIB)." Egypt (Sep 2021, online).
- Trainee Accountant at "BANQUE MISR (BM)." Egypt (Jun 2021, Online).

Courses

- Holds the International Computer Driving License "ICDL".
- Professional Financial Accountant Diploma "PFAD" (Self-study).

Computer Skills

- Familiar with Microsoft Office (Excel, PowerPoint, Word, Outlook).
- Advanced Knowledge about The Internet.

Language Skills

- Arabic: Mother Tongue
- English: Good in writing & speaking.

Accounting skills

Accounting cycle.

Prepare journal Ledger Trial balance Income statement Balance sheet (Budget)

- Familiar with accounting basics and financial statements.
- Familiar with recording Transactions and bookkeeping.
- Good Knowledge about Auditing and Examination.
- Familiar with Value-added tax.

Key Behavioral Skills

- Able to work individually and in a team.
- Handle pressure.
- Energetic and highly motivated.
- Time management skills.
- Communication & leadership skills.