

ASHRAF OSMAN ELKAFAS

CHIEF ACCOUNTANT

CONTACT

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riyadha
date of birth 1/5/1992

SUMMARY

To bring my strong sense of dedication, motivation, and responsibility to your honorable company, and to utilize my skill qualifications obtained through faculty of commerce and my practical experience.

SKILLS

Leadership
Communication
Self-motivation
Decision Making

WORK EXPERIENCE

general accountant

Sultan Al Harbi Contracting 2015-2017

- create chart of account
- Record journal entry
- Preparing the bank reconciliation
- Project expenses and linking them to cost centers

senior accountant

Hashi Basha company 2017-2021

- Prepare all Kinds of Vouchers , starting by Recording ,Expenses , Revenues , progress & Aggregated bills , Banks , Vendors , Clients , Depreciation & Inventory with all accounting adjustments till Trial Balances & Balance Sheet
- Prepare & Review Salaries
- Account the inventory & item Cards . also supervising annual & periodic inventory
- Determine the cost of the goods sold
- preparing the vat report

chief accountant

khulgan Company Limited 2022- present

- Review the trial balance monthly to ensure that the balances are correct
- Supervision of bank settlements and follow-up of collection
- Supervision of cash and bank exchange operations
- Reviewing salaries and submitting them to the bank
- Review daily restrictions, expenses and purchases
- Review the expenses paid in advance and make their own reduction
- Making tax returns and uploading them to the Authority's website
- Preparing the income statement, financial position and cash flows

EDUCATION

faculty of commerce

mansoura university

2009-2013

Courses

Peachtree course

Management Training At Faculty of commerce
Practical training on the Peach Tree program

Training on the SAP f1 program

power pi

Professional post graduate diploma in(Marketing and sales)

ifrs dip in progress

LANGUAGES

English 
arabic 