

AHMED MOHAMED GHONIEM

PROCUREMENT AND LOGISTICS SPECIALIST

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SUMMARY

Experienced Import and Export Accountant and Logistics Officer with over 10 years of expertise in financial accounting, logistics management, customs clearance, and bank dealings. Proven ability to manage import documentation, optimize cash flow, and ensure accurate financial reporting. Adept at working with diverse teams across the agricultural, industrial, and real estate sectors. Skilled in budgeting, forecasting, and using accounting software such as QuickBooks and Peachtree to streamline operations and financial processes.

EDUCATIONAL EXPERIENCE

Bachelor of Commerce, Accounting | Alexandria University, Egypt | 2012

PROFESSIONAL EXPERIENCE

Import and Export Specialist & Logistics Officer

European Group for Agricultural Development | Alexandria, Egypt

Responsibilities:

- Communication and Coordination: Ensuring effective communication and coordination with suppliers, logistics providers, and other relevant parties to guarantee efficient import operations.
- Review Proforma invoices from international suppliers.
- Manage bank transfers and oversee banking procedures related to imports.
- Ensure accuracy of final shipping documents and coordinate shipping logistics.
- Supervise customs clearance procedures for imported goods.
- Track all expenses and allocate them to products, calculating final costs. Assist in budget preparation and financial statement analysis.
- Dealing With Forward Agents and Shipping agencies To Shipp EXW, FOB Goods.
- Apply all NAFEZA platform process and ACID.
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- •Review and upload required documents for international CARGO X platform.
- Import Data Analysis: Reviewing and analyzing import data to identify trends, opportunities for cost savings, and areas for process improvement.
- Business Partner Relationship Development: Developing relationships with business partners to improve collaboration and facilitate import operations.
- Import/Export Compliance Monitoring: Monitoring and ensuring compliance with relevant laws, regulations, and policies governing import and export activities.

Financial Accountant

2012 - December 2015

A.G.S Shipping Services and Logistics | Alexandria, Egypt

Responsibilities:

- Reviewed expense invoices and entered them into the company's QuickBooks accounting system, financial reporting.

CERTIFICATIONS & TRAINING

- **CMA Course Part 1** | Association of Accountants & Internal Auditors ▫
- **QuickBooks Training** | Center of Research and Commercial Studies ▫
- **Peachtree Training** | Center of Research and Commercial Studies
- **Commercial Excel Training** | EAAC Training Center
- **International Computer Driving License (ICDL)** | Ministry of Communication and IT, Egypt

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PERSONAL INFORMATION-

DATE OF BIRTH: 25/9/1991

LANGUAGE

ARABIC – NATIVE LANGUAGE

ENGLISH – PROFESSIONAL

SKILLS

- Financial Reporting Bookkeeping
- Supply Chain Optimization
- Demand Forecasting & Planning
- Supplier Relationship Management
- Logistics & Distribution Coordination
- Import Documentation & Compliance
- Customs Clearance & Regulations
- Shipping & Freight Management
- Supplier Communication & Coordination
- Inventory & Cost Management
- Budgeting & Forecasting
- Management Accounting
- Tax Compliances Regulation
- QuickBooks, Peachtree, Excel