

Contact me

-  **Address**
Saudi Arabia - Riyadh
-  **Phone**
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-  **Email**
ismailghonaim2223@gmail.com
-  **Date of Birth**
01/10/1994
-  **Driving license**
Available Saudi driving license

Career Skills

- Preparing financial records
- Preparing financial reports
- Monitor expenses and revenues
- Internal audit
- Develop sales strategies
- Building customer relationships
- Negotiating and closing deals
- Inventory management
- Receiving and shipping materials
- Organizing warehouses
- Reliability in action
- Meticulous attention to detail
- Maintain confidentiality of information
- Work under pressure
- Dealing with difficult situations.
- Simplifying complex matters
- Negotiate the best prices

Computer Software

- Word Program
- Excel Program
- PowerPoint Program
- Internet
- Data entry

Languages

- English: Very Good
- Arabic: Native



Esmail Abdel Rady

Accountant & Sales Manager

OBJECTIVE

Accountant & Sales Manager. Experienced in managing financial records, preparing reports, and analyzing data. Distinguished in building strong relationships with customers and achieving profitable goals. I have excellent communication skills and negotiation ability. Excellent in improving storage operations and increasing efficiency

CAREER EXPERIENCE

Hasna Ibrahim Maghfourey Trading Workshop, Saudi Arabia Accountant & Sales Manager

January 2024 - August 2024

- Supervising all sales activities and submitting periodic reports to management.
- Accurately recording daily financial transactions in books and records.
- Follow up on expenses and revenues to ensure that financial goals are achieved.
- Preparing and submitting tax returns on the specified dates.
- Negotiating and closing major deals with clients.

Hassan Allam Company for Roads and Bridges Authority Warehouse official

December 2021 - October 2023

- Monitor stock level and ensure availability of materials and products.
- Perform inventory counts periodically and update records.
- Receiving shipments and verifying their quality and quantity against invoices.
- Entering inventory-related data into warehouse management systems.

Coalition of Egyptian Companies in the third Ring Road Project, Tripoli, Libya

Warehouse official

Real Estate investment Company In Kafr El-Sheikh Accountant

Sky Farm Foundation, Kafr El-Sheikh Sales Representative

Cadbury Company, Rashideen Egypt, Kafr El-Sheikh Sales Representative



EDUCATION

- Bachelor of Commerce From Kafrelsheikh University
- Department: Accounting



CERTIFICATES AND COURSES

- Course in financial accounting, financial analysis and costs
- International Computer Driving License (ICDL)
- Training course in the English language
- Specialized Course in Microsoft



Certificate of Experience

Date: 2023/12/04

This is certifying that:

Mr. ISMAIL ABDEL RADY ISMAIL
GHONIEM "

ID No: 29410011512553

He was in the employment of
Hassan Allam Roads & Bridges.

From 21.03.2021 to 22/10/2023

As A " Storekeeper "

With social insurance No: 79925163

This letter was issued Upon his request
without further responsibility upon the
company

HR Department

Moemen talal

Senior HR Manager

MR. Nasr Mikhall



شهادة خبرة

القاهرة في : 2023/12/04

نشهد شركة حسن علام للطرق والكبارى بأن:
السيد : اسماعيل عبد الراضى اسماعيل غنيم
قوى : 29410011512553

كان يعمل بالشركة طرفنا إعتبارا من تاريخ
2023/10/22 الى تاريخ 21.12.2021

بوظيفة : امين مخزن

رقم تاميني: 79925163

و هذه شهادة منا بذلك دون ادنى مسئولية
على الشركة تجاه الغير

إدارة الموارد البشرية

مؤمن طلال 4/12 2023

مدير اول الموارد البشرية
أ.نصر ميخائيل