

HOSSAM ELSEFY

ACCOUNTANT



Contact Information

- 📍 EGYPT.GIZA
- 📞 (002)01282669755
- ✉ HOSSAM.QEB@GMAIL.COM

PERSONAL SKILLS

- Possessing good communication skills with the internal colleagues at work & co-operation for the best interest of work.
- Skilled in negotiations with individual clients & vendors.
- Ability to work under pressure and any harsh conditions
- Ability to learn all that is new rapidly in a short time
- Work as part of a team (teamwork)
- Ability to good planning.
- adapt to all that is new and with all persons and grades
- project management not only during the period of the beginning, but during periods of sustained growth in IMPORT&EXPORT COMPANY

Objectives

. To be a part of a highly professional team, to seek greater challenges and more responsibilities in an Administrative oriented company, to apply the knowledge attained from my previous work experience and widen it.

Work Experience

✓ (Cotton & linen house)	2006
✓ Accountant	
✓ (KARVIN HOTEL.) HEAD CASHIER.	2008
✓ (BLUE NILE BOAT) CASHIER.	2010
✓ (TRI PHARMA . IMPORT & EXPORT)	2011
✓ JUNIOR ACCOUNTANT	
✓ (CAFÉ SUPREME)	2015
✓ Cost controller	
✓ Responsibilities:	
✓ prepare analysis of accounts as requested.	
✓ assist with year end closings.	
✓ administer accounts receivable and accounts payable.	
✓ prepare tax computations and returns.	
✓ assist in preparing budgets and forecasts.	
✓ assist with payroll administration.	
✓ previous experience of general accounting	
✓ proficiency in relevant accounting software	
✓ complete general ledger operations.	

TRAINING

1-CERTIFICATE OF ACCOUNTING EXEC FROM (KIT) 2011	2-CERTIFICATE OF SPECIALIST INTERNATIONAL CUSTOMS CLEARANCE FROM (WTO) 2012	3-CERTIFICATE OF SPECIALIST IMPORT & EXPORT INTERNATIONAL FROM (WTO) 2012
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Education

Bachelor of Commerce /Accounting. [2006]

CAIRO UNIVERSITY

LANGUAGES

English: Good Read, Write and speaking

HOSSAM ELSEFY.
GIZA.

Dear sir / Director of Human Resources

I wish to apply for the role Accountant

Currently being advertised on social media .Please find enclosed my CV for your consideration.

As you can see from my attached CV, I have over 3 different places experience in the ACCOUNTING industry, and I believe the knowledge and skills built up during this time make me the right/perfect candidate for the role.

I am confident that I can bring all levels of successes with me to your organisation and help your company with my previous experience and Expertise I believe my contribution will have an immediate impact on the business.

Thank you for your time and consideration. I look forward to meeting with you to discuss my application further.

BEST REGARDS
HOSSAM ELSEFY
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