



**MAHMOUD  
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AMER**

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Aswan/ kom ombo



## OBJECTIVE

Seeking for a position as an Specialist in a place where i can apply the practical and analytical skills learned at college and enhancing my knowledge and capabilities by working in a dynamic organization that prides itself in giving substantial responsibility to new talent.



## PERSONAL DETAILS

Date of Birth : 1/2/1997  
military service : Completed.



## SKILLS

Soft Skills: Team work Flexibilit.  
Leadership. Communication Skills. Time management. Computer Skills: Good at Excel and Word. Accounting Excel.  
(online) Language Skills: Good in both written and spoken English.



## ACTIVITIES

Member of the Public Relations , Bedia family, Ain Shams University

Member of the Public Relations Committee of the yly initiative of the Ministry of Youth and Sport.

Member of the Human Resources Committee of the International Council of Public Relations, Human Rights and Development



## EXPERIENCE

5/6/2021 -  
thus far

**El elkhlas**  
For Public Contracts and Public Procurement  
Position/Signed Accountant  
Responsible for checking and reviewing purchase invoices  
Responsible for regular and irregular labor wages.  
Responsible for on-site custody  
Responsible for incoming and outgoing diesel

2019 - 2020

**Arab Gulf Petroleum Services Company**  
Junior Accounting

I was recording sales invoices.  
I've been working on the financial statements.



## EDUCATION

2020

**Ain Shams University**  
Bachelor Degree in Commerce  
Good