

PERSONAL INFORMATION : Basma Gamal Shehata Abd El-Bary

B222 Degla palms – 6th October City – Giza - Egypt

Mobile: (+2)01155852220

Mobile: (+2)01030509028

Mail: basmagamallsh@gmail.com

Objective:

Aim to success on achieving personal improvement and my dream to be an accountant and this was my purpose when I registered to accounting department in the faculty.

Education:

2016 | Cairo University

· Faculty of commerce.

Department:

Accounting.

Degree: Good.

Work Experience:

Omar Ibn El Khattab Center

2014-2015 Mathematics Teacher

Responsibilities

- Teaching Mathematics for students from 4th primary to 3rd preparatory.

Raya Contacts center may 2015 – Jan. 2016:

Call Center agent

Key Projects:

- Universal Group.

Responsibilities

- Taking the problems from the customers and log it to the system to make it easier for the Specialist to take the suitable action.

El Qwasmy Hyper Market Jan. 2016 – Jan.

2016:Data Entry:

Responsibilities

- Data Entry for the products and their details and modify them.

Etalex Stickers Factory Jan. 2016 – June 2016:

Quality Controller

Responsibilities

- Controlling the quality of the papers, printing, words and colors.

Ahmed Zedan office Jan.2018 _ October 2019

Accounting

- *paid training for accounting*
- *Accounting*

Alaqiq Dairy Factory November 2019- November- 2021

Accounting

- Cost and financial accountant*
- Customer accountant*
- Supplier accountant*
- Sales delegate accountant*

ican capital Dairy Factory June 2020 -November-2021

Accounting

- Cost and financial accountant*
- Customer accountant*
- Supplier accountant*
- Sales delegate accountant*

Centra Factory for Medical Supplies November- 2021- June 2022

Cost Accountant

l Product production path with time measurement for each stage separately Calculating the costs of products and special orders according to the accounting principles and principles Monitor product costs and report on deviations and their causes on a monthly basis Monitoring the discharge from raw materials stores for production periodically for each work order separately Reviewing exchange and receiving permissions for all stores and ensuring the integrity of registration in the program in accordance with exchange requests and supply orders Make a report on inventory deviations between the actual and the ledger and the reasons for the deviation

Topaz company for plastic June 2022 -till now

Accounting

for clients

Courses:

- *Basics of HTML and CSS*
 - *Microsoft Office: (MS word,*
 - *MS excel, MS PowerPoint)*
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Personal Skills:

- *Fast Learning*
 - *Team Player*
 - *Hard Working*
 - *Flexibility*
 - - *Data analysis*
 - *Tax understanding*
 - *Month-end closings*
 - *Billing knowledge*
 - *Self-motivated*
 - *Strong verbal communication*
 - *Time management*
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Personal Information:

Date of Birth: *30/09/1993*

Nationality: *Egyptian.*

Gender:

Female.

Languages:

- *Arabic: Mother tongue.*
- *English: good.*

