



## Info

Seeking a position in the accounting field where excellent analytical and technical skills can be utilized to improve the company's profitability

## Education

### Bachelor - Mansoura University

Graduation date : 10/07/2011

Faculty of Commerce Degree Good

## Experience

### Show Room Furniture Dubai - Assistant Accountant

20/12/2015 - 17/03/2016

.Prepare and verify daily reports .Prepare daily income/sales and prepare daily journal entry

### Oranis Trad.Construction Qatar - Accountant

01/11/2013 - 01/08/2014

.Performed accounts payable functions for construction expenses  
.Managed accounts payable, accounts receivable, and payroll  
.Created budgets and forecasts for the management group

### Legal Accountant Office Egypt - Assistant Accountant

01/09/2014 - 10/12/2015

Auditing and preparing financial statement of year ended 31/12/2014

## Skills

Electronic Accounting

Computer Programme

Attention To Detail

Preparing Financial Status Reports

Communication Skills

Excellent Ability to sort,check,count

## Languages

Arabic - Native Language

English - Professional working proficiency

## Social

in <https://ae.linkedin.com/in/tharwat-othman-7a347210b>

## Interests

READING Puzzles Excellent problem-solving skills

## References

FUTURE TRAINING ACADEMY - MANAGER

☎ 00201145578069

| ✉ info@futuretc.com

# Alharameen Paint co Egypt - Accountant,Sales

01/01/2011 - 01/01/2013

.Establish tables of accounts and assign entries to proper accounts . Prepare forms and manuals for accounting and bookkeeping personnel

## Courses

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### ICDL Orascom Training & Technology Certificate

20/06/2012 - 19/12/2012

ICDL Certificate International Computer Driving Licence

### - Financial Accounting Diploma Certificate of Harvard.

10/07/2013 - 18/11/2013

completed the acadamys programme of eduction and training

### Accountants Preparation Course Certificate

08/05/2011 - 29/05/2011

MANAGEMENT TRAINING CONSULTING CENTER

### Electronic Accounting by Peachtree and Quick Books, TALLY

20/09/2013 - 08/11/2013

### Business Management Certificate

10/10/2013 - 08/11/2013

## ★ Achievements

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15/01/2014

Implemented a new accounting system - Electronic Accounting

### personal Information:

Date Of Birth : 15/3/1990

Nationality : Egyptian

Marital Status : Single

Visa Type : Residency Visa

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