

# Mohamed Atef Abdalaziz

Elshohada , Shebin Elkoom , Menofya , Egypt

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Birthdate : 01/06/1995 Military status : completed Married



## Objective

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To obtain a responsible and challenging position that would enhance my skills plus offering me the right opportunity to widen my knowledge and experiences , and to develop my capabilities ; while allowing me to add a tangible value to my employers business..

## Education

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[ 2014 – 2017 ] Bachelor degree , Faculty of commerce English Section , Accounting

Accumulative grade of 4 years : Good

## Work Experience

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[ June 2020 Till now ] [ Campaign Company ] Finance Dep. [ Accountant ]

- Good at all Ms Office programs : Word , Excel , Access and PowerPoint.
- Using SAP Program and Extracting reports .

## Training Courses

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- General English- phonetics – Business English –Translation –Conversation from Training College Britain.
- General English- phonetics – Business English –Translation –Conversation from American university.
- General English- phonetics – Business English –Translation –Conversation from Harvest British college.
- Certificate Of Training On Electronic Accounting ( Peachtree & Accounting Applications Using Excel – Quick Books & Microsoft Accounting Programs )

## Skills

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### Computer skills:

- SAP .
- Success Factor .
- Internet research skills.

- Good at all Ms Office programs : Word , Excel , Access and PowerPoint.

**Personal skills :**

- Self-motivated .
- Loyal and responsible .
- Eager to learn .
- Quick respond for changes .

**Mother tongue Arabic**

**Other language : English**

UNDERSTANDING		SPEAKING	WRITING
Listening	Reading		
Very good	Very good	Good	Very good

## Hobbies and Interests

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- New Technology Running
- Playing Football
- Running

**All references are available upon request**