



Ahmed Gaber Hamed

UAE Driving License and Car

1/May/1992

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- Accounts Payable
- Accounts Receivables
- Reporting, Budgeting
- Payroll Accounts
- Banking
- Warehouse Operations, Inventory Control
- Systems and Process Management
- Financial Analysis
- VAT
- Logistics

EDUCATION

Bachelor degree of Commerce (Accounting) — 2015

Postgraduate Diploma in Financial Accounting and Audit — 2016

The Faculty of Commerce Alexandria University

Mini MBA — 2017

Map center

CMA (Certified Management Accountant) Jun 2021 —

British Columbia International Academy

QUALIFICATIONS

ICDL certification (Microsoft Office programs), Commercial excel , Modern accounting, Peachtree, Quickbook, Oracle ERP and SAP .

WORK EXPERIENCE

UBM DUBAI GROUP July 2019 — Present

(UBN PARA PHARMACEUTICAL PRODUCTS LLC,

UBM for Veterinary Medicines & Biological Trading LLC,

Mevac International FZ-LLC)

Accounts Manager

- Transactions of banks and treasury (cash - cheques) .
- Products costing& pricing, Stock taking expiry dates and logistics .
- Prepare suppliers accounts and payment .
- Issuing sales invoices for customers, Prepare monthly sales and collections Reports .
- Preparation of customer accounts statements and indebtedness analysis and dues .
- Budgets (P&L, Balance Sheet, cash flows Reports) and financial analysis .
- Preparing tax returns (VAT) .
- Expenses and Payroll Accounts .

Sanabel Group For Constructions

Jan 2017 — Jan 2019

General accountant

responsible for Inventory, Incomes, Expenses, Accounts payable, Accounts receivable, VAT, Purchasing, Journal Entries, General ledger, income statement reports, salaries .

Safco factory for the manufacture of vegetable oils

Jan 2008 — Dec 2016

Accountant and sales

Responsible for invoicing

Freight and shipping

Sales and exporting

LANGUAGES

Arabic: Mother tongue

English: fluent

German: Beginner