

# Ehab Sahwan



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Financial and  
Administrative Inspector

## PROFESSIONAL SUMMARY

I hold a Bachelor of laws from Tanta University. I am seeking an opportunity to prove my ability and the experience I have.

## WORK EXPERIENCE

### National Insurance Authority

2007 - Present

Works as Financial and Administrative Inspector for The National Insurance Authority.

- Auditing Companies' accounts
- Review wages and salaries for employees
- Review Form 4 Taxes for Income Tax
- Registration and Inquiries on the computer.
- Review workers' attendance and dismissal
- Inspection of establishments to ensure compliance with the provisions of the National Authority for Social Insurance Law

### Self-Employed Lawyer

2005 - 2007

- Chartered accountant in corporate tax calculations.
- Provide legal advice and representation to corporate and individual clients.
- Negotiate settlements, draft contracts and agreements, and prepare legal documentation.
- Conduct legal research and analysis of complex matters.
- Present cases in court and appear in administrative hearings.



## ACADEMIC BACKGROUND

Bachelor of Laws, Tanta University

2004.

## Languages

- Arabic: Native
- English: Good

## Courses

- ICDL
- HR

## About Me

- Year of Birth: 1983
- Marital Status: Married