

# • El-Hussein Yehia Mashally

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📅 Birth Date: 9/7/1999

🌐 inked in: <https://tinyurl.com/mrwbndyd>



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## Summary

Seeking a challenging position in a Reputable organization to expand and utilize my learning, skills, and knowledge. Possess excellent communication skills. And have an eye for detail. Flexible for work in any environment as required.

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## Skills

### Soft skills:-

- Friendly & positive - caring & Understanding - Creating a great customer experience .
- Team work - Work Under pressure - flexibility & Adaptation

### Hard skills:-

- Microsoft office : ( Excel,word,outlook.) - Book and printing speed
- Financial procedures - data analysis - Operating devices -Translation
- - E-Marketing

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## Experience

(Jul.2023 - Tell now )

- **( Financial Department**

**Cost Control Accountant at City First ,M/S Kira Ship)**

- Preparing supplier reports
- Reviewing disbursement and receipt permissions from suppliers and stores
- Store inventory for each trip
- Preparing cost reports for each trip
- Preparing and reviewing purchase orders and receiving reports

(Mar.2023 - Jun.2023)

- **(Financial Department Cashier At seagull hurghada resort)**

- Classifying and organizing all financial and numerical data and summarizing them with the aim of compiling and maintaining financial records in an organized manner.
- Organizing and maintaining cash records and files in accordance with all policies and reviewing accounts on an ongoing basis.
- Issuing all invoices and ensuring that there are no errors in them and that they match the amounts received from customers, managing physical transactions with all customers by creating cash registers.

(Sep.2021 - Jul.2022 )

- ( **Financial Department  
Assistant Accountant  
STERLING&WILSON)**

- preparing financial reports and financial statement
- collecting financial and accounting data
- Preparing the necessarily reports lists financial schedules and accounting books on a regular basis maintain break up financial reports

(Aug.2019- Jun.2020)

- (Sales at Beverages company Big cola)
- Generating leads.
- Meeting or exceeding sales goals.
- Negotiating all contracts with prospective clients.
- Helping determine pricing schedules for quotes, promotions, and negotiations. Preparing weekly and monthly reports.

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## EDUCATION

Faculty Of Commerce English Section  
Major: Accounting  
Graduation Year:2021

## VOLUNTEER EXPERIENCE

\_ global volunteer at AIESEC

## Certificates

- Electronic marketing course of the Egyptian Ministry of Communication fwd.Udacity digital marketing
- Comprehensive e accountant course from the Egyptian Accounting Center
- Online accounting course at AUC.
- Band Aid Course 2019
- Safety and health training course construction 2019 ( Osha Academy )
- Safety and health general industry 2019 ( Osha Academy )

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## Language

- (English)

