

# Mohamed Kamkoun

## LOGISTIC COORDINATOR AND FINANCE ACCOUNTANT

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Yasmine street AL makam Al Ain , Abu Dhabi, Al Ain, United Arab Emirates

40 years old | Tunisian

Emirate Driving Licence & Tunisian Driving Licence



## PROFESSIONAL PROFILE

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Working for 14 years as a logistics coordinator and finance accountant.

I'm Professional, rigorous and creative, my ability to adapt means I can work in a wide range of environments.

I recently decided to open a new chapter in my career by changing my current job.

I used to work in changing environments and in a team, and I'm sure I'll be able to adapt to your company's culture. If you're interested in my profile, I'd be delighted to tell you more about my academic and professional background during an interview.

## PROFESSIONAL EXPERIENCE

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Oct 2009 - Present **LOGISTIC COORDINATOR AND FINANCE ACCOUNTANT - MANUFACTURING INTERNATIONAL COMPANY GROUP**  
TUNIS, TUNIS  
MIC GROUP it's a denim factory started working in 1991 in Tunisia, it works for brands such as Tommy, CK, Marco polo, Hugo Boss, Mustang.. <https://www.linkedin.com/company/washing-international-company/mycompany/>

### EXPERIENCE :

-Preparing the invoices and customs documents.

-Customer follow-up, dispatch schedule.

-Preparing export documents (CMR, EUR1, EUR-MED, BL, certificate of inspection, certificate of origin).

-Make export reservations and contact carriers

-Set up export planning and contact carriers for pick-ups.

-Comply with quality standards to ensure that goods are not damaged during transport. Check that each flow complies with the company's quality procedures.

-Preparation of payment documents .

-Invoice tracking and lettering .

-Track payments sent to the customer by amount and due date.

-Prepare bank reports by payment and send claims and discounts to general management

Oct 2008 - Dec 2009 **HR ASSISTANT - BUTTITEC**  
TUNIS, TUNIS  
-Monitor employees' salaries, account monthly in the company system  
-Prepare salary reports and monitor purchase invoices.

## EDUCATION

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Jan 2002 - Sep 2003 **Bachelor of Mathematics**  
Bizerte, Tunis  
college bizerte , Tunis  
Bachelor's degree in mathematics in 2002/2003

Jan 2003 - Nov 2006 **Management of information**

Tunis, Tunis

Higher Institute of Technological Studies,Al Charguia, Tunis

-I finished my higher education with an end-of-studies project at Technoss Informatique, a company that develops dynamic websites and creates software & ERP. During this work placement I managed to create a dynamic website.

-Management of information involves the systematic organization, storage, retrieval, and dissemination of data within an organization or system. It encompasses various processes, including data collection, categorization, analysis, and security measures to ensure the integrity, availability, and usability of information. Effective information management strategies often incorporate the use of technology, such as databases, content management systems,ERP and information governance frameworks, to streamline operations and facilitate decision-making processes.

## SKILLS

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Handling the GTN (Network Supply Management System GT Nexus). ● ● ● ● ● ●  
Information system management (tool, supply chain, solution, etc.) ● ● ● ● ● ●  
Handling Devalto software ● ● ● ● ● ● Excel ● ● ● ● ● ●  
Handling Microsoft Dynamics NAV software ● ● ● ● ● ● Esprit d'équipe ● ● ● ● ● ●  
Bonne communication ● ● ● ● ● ● Word ● ● ● ● ● ● PowerPoint ● ● ● ● ● ●

## LANGUAGES

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Anglais : Intermediate

français : Advanced

## LINKS

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LinkedIn : <https://www.linkedin.com/in/mohamed-kamkoum-6153b5288/>

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## HOBBIES

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Watching Football & Movies and Travel