

Resume

Accountant assistant, Data entry, store keeper, customer service specialist and reception specialist

Personal details

Name	Mostafa Menessi
Email address	mostafamenessi@gmail.com
Phone number	0525453095
Address	Alsa'adyat island Abu Dhabi
Date of birth	August 10, 1999
Place of birth	Egypt
Driver's license	Have
Gender	Male
Nationality	Egyptian
Civil status	Unmarried
LinkedIn	linkedin.com/public-profile/settings



Education

Jun 2017 - Jul 2021	Bachelor's degree at accounting Faculty of commerce Alexandria University English section, Alexandria
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Employment

Oct 2023 - Present	Receptionist Alsalam charter school, Abu Dhabi
Mar 2023 - Aug 2023	Microfinance specialist

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Tasaheel company, Kafr elshekh

- Promoted the Tasaheel's products through direct marketing with customers.
- Build sustainable relation ships and engage borrowers. .
- Solved customer problem Sand responded to inquiries.
- Completed the data of new and exist borrowers.

Feb 2022 - Sep 2022

Data entry and accountant
Ellithy group for fertilizer, Alexandria

Aug 2021 - Dec 2021

Junior accountant
Pharama oversies, Damanhour
Left the job because the military service

Jun 2019 - Oct 2019

Sales representative
Alforsan clothes company, Cairo

Skills

Microsoft office specialist Very good

Team work Excellent

Customer service Very good

Problem solving Good

Communication Very good

Languages

Arabic Fluent

English Very good

Courses

Sep 2021 **COMMERCIAL EXCEL, QUICK BOOKS, PEACH TREE**

Sep 2021 **Microsoft office specialist**

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The History of the Stock Market

Workshop from the Egyptian Stock Exchange.

Internships

2021

Accountant

Pharama oversies, Damanhour

2021 summer training in Pharma Overseas

2021 - 2021

Teller

Bank misr, Alexandria

training at Banque Misr 2021

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