

# Mahmoud Kamal

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## Professional Summary

Accountant, graduated in 2022 with a strong foundation in accounting and financial principles. Proficient in Excel and financial data analysis with strong organizational skills, attention to detail, and ability to work under pressure. Seeking an entry-level Accountant role to contribute to achieving organizational financial goals.

## Education

Bachelor of Commerce | Benha University | 2018 - 2022

## Work Experience

Accountant Assistant (Data Entry) | Al-Majd Group Company | Feb 2024 - Feb 2025

- Entered and validated financial and accounting data with high accuracy
- Assisted in preparing journal entries and simple ledgers
- Prepared periodic reports and ensured compliance with accounting procedures

Storekeeper (Accounting Support) | Hayat Company | Dec 2023 - Feb 2024

- Entered and updated stock and financial data using SAP system
- Coordinated with accounting department to ensure accuracy of records

Sales Representative | Donut Company | Sep 2023 - Nov 2023

- Assisted customers with product selection and completed sales transactions
- Achieved sales targets within a short employment period
- Built strong communication and negotiation skills with clients

## Training & Certifications

- Practical Workshop: Journal Entries & Ledger Recording using Excel
- Accountability Drill and Practical Applications of Accounting

## Skills

- Proficient in accounting entries, ledgers, and data formatting using Excel
- Accurate financial data entry and record management
- Strong organizational skills for files and documents
- High attention to detail, commitment, and fast learning ability
- Excellent teamwork and responsibility
- Fast learner with adaptability to new systems
- Ability to meet deadlines under pressure
- Committed to continuous professional development
- Available to start immediately