



PROFILE

I am Ahmed Elminayer from Egypt, I am a CMA holder and i had over 11 years of experience in Accounting and Finance I'm Seeking a new challenge with new responsibilities, whereby I can utilize my background and my experience and add value. i have acquired several skills along through my experience handling the overall management and supervision of the accounting department such as Prepare financial statements, year wise analysis, monthly sales reports, bank reconciliation, depreciation calculations analysis, PPE reports, and payroll. I seek continuous improvement in financial and managerial sides with a new challenge and work environment

CONTACT

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AHMED ELMINAYER, CMA

CHIEF ACCOUNTANT

Logistics II Trading II VAT II Payroll II warehousing II accounting II GAAP IRFS II international trading II transportation II internal control II financial statements

EDUCATION

INSTITUTE OF MANAGEMENT ACCOUNTANTS (IMA), USA.

2021 - 2023

Certification in Management Accounting with 83% grade.

Mansoura University, Egypt.

2005 - 2009

Bachelor's degree in accounting **English section** with 65% grade.

WORK EXPERIENCE



Freight solutions logistics services- Chief Accountant

Jan 2019 –current, Riyadh KSA

- Preparing Financial statement for Top Management and for External auditing.
- Managing Monthly sales reports and profit and losses statement.
- Issuing monthly VAT report on ZATCA for review, approval, and payment stage.
- Initiating monthly payroll including attendance and advances report for approval and payment.
- Preparing monthly payroll reports on MUDADD.
- Manage a team of accountants, providing guidance, mentoring, and training to ensure high levels of productivity and accuracy.
- Overseeing internal control activities and enhancing weak points.
- Following up aging analysis for Customers and suppliers and credit losses analysis.
- Managing monthly VAT reports for review and submission.
- Preparing monthly end closing for Depreciation of PPE.
- Managing monthly closing for accruals expenses for company misc. prepaid expense.
- Preparing monthly profit and loss statement on company base and on segment base.
- Making VAT reconciliation between different VAT Accounts and closing monthly.
- Overseeing bank transactions and prepare monthly reconciliation.
- Monitoring petty cash for company branches.
- Directing revenue recognition process and ensuring charging all expenses.
- Following up with sales for client aging and preparing years credit losses.
- Preparing Employees benefits report.
- preparing vacation settlement for employees.
- Initiating bank transactions and positioning in related cost center.
- Following medical insurance expenses and cars insurance.
- Overview supplier expenses and monitoring transportation costs.
- Handling cash and monitor expenditure in different ports, Dry port, and seaports.

Freight solutions logistics services Senior Accountant

Jan 2016 –Jan 2019

overseeing day-to-day accounting operations, including accounts payable, accounts receivable, and general ledger activities- identify cost-saving opportunities and ensure financial targets were met. - prepare month-end and year-end financial closing processes. - Collaborated with external auditors during annual audits, ensuring

compliance with accounting standards and accurate financial statements.

Freight solutions logistics services Accountant

Feb 2012 –Jan 2016

Managed all aspects of customs clearance activities, ensuring smooth and efficient customs processing for import and export shipments. - Prepared and submitted customs documentation, ensuring compliance with regulations, and minimizing customs-related delays and costs. - prepare customers' invoices and review its related transportation costs.



Abdulaziz Al sallab Trading

March 2011–Feb 2012

- Tally cash with receipts at the end of the shift .
- Maintain stocks and inventor.
- Stock shelves with appropriate products and ensure correct price tagging.
- Checking inventory availability after sales transactions.
- Alerting purchasing department in low inventory cases.
- Handle and resolve customers' complaints
- Explain products' value and capabilities to customers
- Process payments in terms of cash, checks and credit cards
- Tally cash with receipts at the end of the shift
- Maintain stocks and inventory
- Stock shelves with appropriate products and ensure correct price tagging



The Institute of Certified Management Accountants
of the
Institute of Management Accountants

United States of America

proclaims that

Ahmed Elsayed Elmoneir

has earned the designation

Certified Management Accountant


in recognition of demonstrated knowledge and competence in


Management Accounting

and confers herewith all the rights, privileges, and responsibilities
as prescribed by the Board of Regents.

July 21, 2023




PRESIDENT


CHAIR BOARD OF REGENTS


SECRETARY


VICE PRESIDENT

Certificate Number 121789





جامعة المنصورة

0093241



2282009

STYLE

كلية التجارة
قسم الخريجين

شهادة تخرج

تشهد كلية التجارة

أن السيد/ احمد السيد عبدالمعطي الشحات المنير

المولود في شربين - الدقهلية بتاريخ ١٧/٩/١٩٨٨

والذي يحمل بطاقة قومية رقم ٢٨٨٠٩١٧١٢٠٠٩٥٣

قد نجح في امتحان درجة بكالوريوس التجارة شعبة المحاسبة - برنامج الدراسة
باللغة الانجليزية

بتقدير عام جيد // (٦٥,٢١%) بمجموع تراكمي ٦١٣ من ٩٤٠

في دور مايو سنة ٢٠٠٩.

وقد اعتمد مجلس الكلية بالتفويض النتيجة في ٣٠/٧/٢٠٠٩ ومجلس الجامعة

بالتفويض في ١٠/٨/٢٠٠٩

وقد أعطيت له هذه الشهادة بناء على طلبه لتقديمها إلى الجهات المختصة.

عميد الكلية

أمين الكلية

مدير الإدارة

رئيس القسم

المختص

احمد السيد عبدالمعطي الشحات المنير

نظام شئون الطلاب الموحد للجامعة - مركز تقنية الاتصالات والمعلومات في ٢٠١١/٩/٦

هذه البيانات موقعة على قاعدة بيانات جامعة المنصورة تحت رقم ١٠٠٧٠٦٢٥ ويمكن الرجوع إليها على الانترنت على العنوان التالي

<https://mudb.mans.edu.eg/graduates>



١٠٨٥٠٧

سفارة المملكة العربية السعودية
المحظية الثقافية بالقاهرة
نصادق على صحة هتم وزارة الخارجية المصرية
وتوقيع المسؤول بدون مسؤولية عن محتويات الوثيقة
الملحق الثقافى

التاريخ ٢٢/١٢/٢٠١٤ هـ

فهد بن عبد العزيز الثيب



وزارة خارجية جمهورية مصر العربية
مكتب التصديقات والخدمات للمواطنين
المنصورة
رقم التمدد ١٠٠٢٢٧
بشاريح ٥١٤١٧١
نصدق على صحة الخاتم والتوقيع
دون انسى مسئولية فيما يخص بعضون ومحتويات الوثيقة
الرسم المقرر ١١ جنيه

ليحفظه
مدير عام شئون التعليم والطلاب
نصادق سفارة المملكة العربية السعودية
(التمثيل القنصلى في القاهرة على صحة
النتم والتوقيع دون مسئولية عن المحتويات
الوثيقة)



٢٦٤٨٨

٢٦ فرسخة ١٤٢٢

عن رئيس القنصل القنصلى
محمد بن عبد العزيز الثيب



Id Number: 2320630425

Membership No: 19014

رقم الهوية ٢٣٢٠٦٣٠٤٢٥

رقم العضوية ١٩٠١٤

This is to certified that

Ahmed Alsayed Elminayer

is an active Associate member of SOCPA.

effective from the date 08/10/2018 and the validity of this certificate
shall expire on 27/10/2023

تشهد الهيئة السعودية للمراجعين والمحاسبين بان

احمد السيد الشحات العنير

أحد الأعضاء المنتسبين في الهيئة

إعتباراً من تاريخ ٢٨ / ١ / ١٤٤٠ هـ وينتهي سريان هذه الشهادة

في تاريخ ١٣ / ٤ / ١٤٤٥ هـ



الرئيس التنفيذي



د أحمد بن عبدالله المغاس

@socpa_ksa

8004404444

www.socpa.org.sa

To Verify the information of this certificate visit <https://v.socpa.org.sa>

يمكنك التحقق من صحة هذه الشهادة بالدخول على

تسعة إلكترونية 28/10/2022 : 10:10