

Abuelazm Abdelazim Junior Accountant

 abullazm@gmail.com  +201050547255  Cairo, Egypt  linkedin.com/in/abullazm

Professional Summary

Junior Accountant with practical experience in bookkeeping, account reconciliation, and financial reporting. Certified Microsoft Office Specialist (Excel) and currently pursuing the Financial & Management Accounting Associate (FMAA). With a strong academic background (Very Good, 2024), I am detail-oriented and eager to contribute to a dynamic finance team.

Education

Bachelor of Commerce – Accounting (English Section), Oct 2020 – May 2024
Damanhour University Egypt

- Grade: Very Good (81%)
-

Professional Experience

Junior Accountant Jan 2024 – Jan 2026
Arab traders group co. Egypt

- Maintained and reconciled daily financial records for 5000+ transactions using Al-Qady Accounting Software, ensuring 100% accuracy.
- Recorded journal entries and assisted in preparing financial reports.
- Reconciled accounts and resolved discrepancies.

Courses

Financial & Management Accounting Associate (FMAA)
Institute of Management Accountants (IMA), USA - In Progress

Microsoft Office Specialist (MOS), Udemy Nov 2024

Professional Diploma in Business English and Communications, Sep 2024
MTF Institute of Management, Technology and Finance

Technical Skills

- Bookkeeping & General Ledger
- Proficient in Microsoft Excel (Pivot Tables, VLOOKUP, Charts)
- Financial Reporting & Analysis
- Accounting Software (Al-Qady, QuickBooks)

Soft Skills

- Problem Solving
- Effective communication skills
- Time Management
- Analytical Thinking

Languages

Arabic: Native

English: B2 (Upper Intermediate)