

# Mohamed Farouk Mahmoud Othman

## Sales Manager and Finance Supervisor

27 Hanafi st., Syalet Awl ad Nosier, Sohaj, Egypt.

Home Phone: (+2) 0932359934

Mobile: (+2) 01200767278

E-mail: [Mohammed\\_farouk25@yahoo.com](mailto:Mohammed_farouk25@yahoo.com)

## Personal Information

- **Date of Birth:** October. 02, 1980.
- **Nationality:** Egyptian.
- **Gender:** Male.
- **Military Services:** Exempted
- **Marital Status:** Married.
- **Passport No:** A04114628\_issued in Egypt

## Education

- **May 2002**  
B.SC. of Science – Geology – AlAzhar University - Assiut Branch
- **May 2003**  
Successfully completed the Professional Diploma studying "Well Logging" with good accumulative grade from Al-Azhar University

## . work History.

**\*Working in multiple sectors and major companies, since graduation in 2004, I started working as a marketing and sales representative for the Nile Pharmaceutical Company, and I graduated until I reached the supervisor of the Upper Egypt sector, Sohag \* Assiut & Qena Till 2011**

**\*Then joined the Coca-Cola Egypt team as a sales supervisor for the Upper Egypt sector and a general accountant for stores until she became the general supervisor and manager of stores Till 2019**

**\*I work now as a general manager and a member of the board of directors of Andalusia Company for Trade, Distribution and Food Industries.**

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## Courses

- Accounts management and financial audit training course, Assiut University
- Supervision and field marketing training course, Cairo University
- . Training course in leadership skills and human development from the Dr. Ibrahim El-Feki Foundation for Human Development
- \* Accident Investigation course

## Skills

**JOB skills:** \*Manage the month-end and year-end closings of the organization.

\*Monitor the daily performance of the accounting department.

\*Oversee daily transactions such as accounts receivable.

\*Supervising the accounts payable, accounts payable, general expenditure ledger and bank reconciliations.

\* Organizing promotions for products and using appropriate display methods

Analyze competitors and monitor and follow the performance of markets

.Follow up on delivery procedures, place orders and solve customer problems

Ensure that bills are collected and dues are paid on time

Assign tasks to the work team and provide directions.

References are Available upon request.

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### Personal skills:

- Hard worker, work well under stress, goal oriented, have the ability to learn any program.
- Excellent command of computer skills.
- Excellent command of internet skills.
- Excellent command of English.
- Have good project management skills.
- Strong communication and interpersonal skills multicultural work environment.
- Excellent report writing and presentation skills.
- Possess good written and oral communication skills.
- Able to work in a fast paced, multi-tasking environment.
- In addition I have the relevant knowledge of HSE management system, hazard & risk management, HSE audits and inspections, incident investigations, management of change, HSE training, crisis & emergency management.