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|  | **May MHANA** |
|  | **maymehanna91@gmail.com**  **Tel:201013614003**  **Egypt** |

**Dear Hiring Manager**

I would like to utilize my skills and being part of your work team, I believe that will be a win - win situation

I am CMA holder , I have five years of professional experience as forensic accountant witness expert  for Egyptian ministry of justice with a proven record  in supporting litigation in many kind of disputes  such as fraud cases, divorce settlement ,damage assessment and otherwise and I have four years experience as financial accountant

I possess extraordinary record keeping abilities and excellent communication skills, I am a proficient with Peachtree , Excel and similar accounting software

I have a good eye for detail along with ability to be objective and look at only the evidence to make conclusions.

I have the education , knowledge , skills and experience to provide accurate service while maintaining confidentially and acting with integrity .

This cover letter is attached with My CV , and I hope to contact with you soon.

Sincerely

May Mhana

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**May Mhana Mohamed Hassan**

**Certified management accountant** , EGYPT   
Cell: 201013614003   
Email: [maymehanna91@gmail.com](mailto:maymehanna91@gmail.com)

Date of Birth: 9/8/1991.

Nationality: Egyptian .

**I Can be joined immediately**

**Career Profile:**

* five years of professional experience as forensic accountant witness expert for Egyptian ministry of justice with a proven record in supporting litigation in many kind of disputes such as fraud cases, divorce settlement ,damage assessment and otherwise .
* assist in preparing financial evidence and analysis for court against criminal activity, testify clear opinion to court and preparing reports

**Summary of Skills:**

* Analytical , research and investigative skills
* Attention to detail ,Remarkable curiosity and Persistence. .
* Ability to communicate effectively and think creatively
* Report writing skills
* Software skills (Peachtree – advanced excel –QuickBooks ).
* Proficiency with Microsoft Excel ,Word and power point
* Languages: Arabic (Native), English; Proficient User (CEFR: C1)

**Professional Experience:**

**EGYPTIAN MINISTEY OF JUSTICE, Egypt**   
May 2015 till date  
**accounting witness expert**

**Job Specification:**

* **Provide technical support in many kind of disputes such as :-** .
  + Arbitrary dismissal of employees. - Contract and corporate disputes
  + Tax and customs evasion disputes. - Divorce settlement.
  + Fraud and embezzlement disputes. - Inheritance disputes.
  + Civil disputes - Damage assessment.
* **Accounting investigation and auditing related matters**

**AGRES COMPANY, Alexandria- Egypt**  
August 2011 to April 2015  
**Financial accountant**

**Job Specification:**

* Handling cash management, cash forecast , and bank reconciliation .
* Handling all regulatory and tax matters .
* Managing account receivables , A/R aging , and cash collection
* Managing account payables , A/P aging
* Stock management and valuation
* Recording journal entries and general ledger
* Annual Budgets and financial statements preparation

**Educational Qualification:**

* Bachelor of accounting from commerce College, Alexandria University , Egypt in the year 2011
* CMA- Certificate of management accountant from American Institute of management accountants in the year 2020