Youssef Hassan Mohammed Hassan

DBA in Business Administration
Certified Lecturer in Business Administration
(Ministry of Finance - Egyptian Tax Authority)



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Educational Skills

- **DBA**, business administration- Helwan University,2022 with grade B 3.27.
- Master degree of business administration **(MBA)** in financial management, August 2016, with **grade Excellent**
- Faculty of commerce, Accounting department, Assuit University, June 2010.
- with **grade very good with honor**.
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Objectives

- To apply my experiences and educational backgrounds in Teaching administrative subjects field whereby my skills can be further used and developed ,self-motivated individual and as an active member of a decision making team.
- Have a high standard of accuracy and concerned with quality and the correct completion of tasks and able to meet deadlines and work under pressure.

Work Experiences

- ***Certified lecturer in business administration at the training center at the Ministry of Finance.***
- ***Certified lecturer in business administration at the Tax Training Center at the Egyptian Tax Authority.***
- ***Lecturer at the higher institute of administrative science and information system.***
- ***Business administration lecturer at Sadat Academy for***

Administrative Sciences.

- ***Working as a business management trainer at Assiut Oil Refining Company.***
- ***Work in Egyptian tax authority as tax examiner of commercial profits and free professions and contracting.***

Skills and Languages .

- **Computer Courses:-**
  - Very good deal with computer programs and getting training courses.
  - Getting a digital transformation course from the Scientific Computation Center – Helwan University.
  - ICDL (International Computer Driving License).
  - Advanced Excel, Word, Powerpoint, Access.
- **Languages :-**
  - **Obtaining a TOEFL course from Helwan University.**
  - English courses from **AUC (American University in Cairo)**
  - English courses from **(Assuit University)**
- **Accounting :-**
  - Very good knowledge of accounting system with using computer for industrial and commercial corporation from **registration till preparation of financial statements**
  - Financial and management analysis course **(professional finance accountant)**
  - Very good deal with accounting programs **(Batch tree – QuickBooks)**
  - Very good knowledge of all tax work (Preparing and submitting tax returns - Dealing with tax missions - Dealing with internal committees and tax appeal committees - Settling tax disputes - Preparing tax accounts)**And access to many training courses from the Tax Training Center.**
- **Business management courses:-**
  - Obtaining a series of courses from the Equal Opportunities Unit - Ministry of Finance (leadership 360 ° - administrative charisma - the six axes of success - time management, etc.)
  - Obtaining a series of courses in business administration (Communication Initiative - Ministry of Finance) company IBDL.

Skill highlights.

- Customer handling skill
-work under pressure
-Complex problem solver
-Innovative
-Service-focused
-Ability to lead the work team
-The ability to work with a team

It is a great honor to be one of your team
Waiting for your reply with interest