

Ahmed Medhat Kamel ELMenyawi

(Junior Data Analyst)

Mobile: (Egypt): +201027316554 **-(Saudi Arabia):** +966582079324

Email: ahmedelmenyawi.97@gmail.com

LinkedIn Profile: <https://www.linkedin.com/in/ahmed-elmenyawi-4a786a119/>

Address: Alexandria, Egypt | **Date of Birth:** 11/07/1997 | **Military Status:** Exempted

Objective

Motivated and detail-oriented Data Analyst with hands-on experience in Power BI, SQL, Excel, and Python. Passionate about uncovering trends and driving smarter business decisions in finance, marketing, and product analysis. Seeking a Data Analyst or Power BI Analyst role in a dynamic organization to apply analytical skills, develop impactful dashboards, and contribute to data-driven strategies that support business growth.

Work Experience

AR Accountant at “A Travel” Agency, El Tarek Group, Main Branch At Gleem, Alexandria, Egypt | Nov 2022 - Present

- Recorded and processed customer tickets and cooperated with the finance team using the GATS ERP system to ensure accurate accounting.
- Managed Accounts Receivable (AR), ensuring timely receipt of both cash and credit payments, and accurately recorded financial transactions.
- Submitted comprehensive monthly reports to the financial manager, covering both international and domestic tourism departments, ensuring alignment with financial targets and budgets.
- Created and submitted invoices to the tax portal via the ETAS ERP system, ensuring compliance with local tax regulations.

Receptionist and Front-Line Desk at Marseilia Beach 4 Resort, Marseilia Group, Sidi Abdel Rahman-North Coast, Egypt | Jun 2022 – Sep 2022

- Managed customer bookings, rooming-in procedures, and guest check-ins/check-outs, ensuring a smooth and efficient process.
- Provided exceptional customer service, resolving guest issues and complaints in a professional manner to enhance the guest experience.
- Managed room occupancy records using Excel, ensuring accuracy and minimizing overbooking errors.

Accountant Assistant at Gamsom Builders Company, Smouha, Alexandria, Egypt | Jan 2022 - Mar 2022

- Recorded and processed weekly invoices from the Al-Alamein City Site, ensuring timely entry into the accounting system.
- Prepared daily attendance reports and journal entries, assisting the senior accountants with accurate financial reporting.
- Provided support during financial audits and reviewed discrepancies to ensure accurate financial documentation.

Cashier and Front-Line Desk at “Pizza Hut” Restaurant, Americana Group At City Center, Alexandria, Egypt | Jan 2021 - Dec 2021

- Handled cash, check, and credit card transactions, ensuring accurate and secure transactions.
- Provided excellent customer service by assisting customers with orders, resolving complaints, and ensuring a positive dining experience.
- Managed returns, refunds, and transaction issues promptly and effectively, minimizing disruptions to service.

Other Experience

- Cashier and Front-Line Desk at Pizza Hut Restaurant, Americana Group, Alexandria, Egypt | Jul 2018 – Sep 2018
- Customer Service at Fathallah Gomla Market, Rageb, Alexandria, Egypt | Jul 2017 – Sep 2017
- Customer Service at Fathallah Gomla Market, Wabourelmaya, Alexandria, Egypt | Jul 2016 – Sep 2016
- Journal Distributor at ElWasset Advertising Company, Alexandria, Egypt | Jan 2015 - Mar 2015

Education

Bachelor of Accounting, Faculty of Commerce, English Department

- Alexandria, Egypt
- Graduation year: Jun 2020

Courses and Certification

- Certified **"Professional Diploma in Data Analysis"**-American University of Science-Faculty of Medical Science, Issued: September 2025 for Credit-100 Hours
- Certified **"Data Analysis Diploma"**-European Nile University, Issued: September 2025 for Credit-100 Hours
- Certified for completing **"Intermediate SQL"**-Data Camp, Issued: September 2025 for Credit 4-Hours
- Certified **"Data Analysis Diploma"**-Business Academy, Issued: August 2025 for Credit-100 Hours
- Certified **"Data Analytics Boot Camp"**- E-Youth, Issued: June 2025 for Credit-21 hours
- Certified **"Data Analysis Using Excel"** - New Horizon, Issued: March 2024 for Credit -48 hours
- Certified **"Financial Accounting for Corporates"** - Samir Omar Chartered Accountant and Auditor Office, Issued: December 2021 for-3 months
- Certified **"Human Development Course"** - European Institute under Egypt Vision 2030, Issued: 2021 for Credit-1 month
- Certified **"Microsoft Office Specialist"** - CDCE, Issued: July 2019 for Credit-48 hours

Accomplishments

- **Delegate at Alex MEU'15, Bibliotheca Alexandrina**
- **Omega Leo Apollo Charity Club (Non-Profit Organization)**
Active member from May 2022 – Present
 - Best Member of the Season 2022/2023
 - Project Director for **"Keswet Al-Eid"** (May 2024)
 - Project Director for **"Ode7aya Eid"** (July 2022)
 - Volunteer at **"Ramadan2Go"** (April 2022)

Measurable Achievements

- **Portfolio Link Access** [LINK](#)

Skills

Career Skills

- Data Analysis & Interpretation
- Data Cleaning & Transformation
- Dashboard & Report Development
- SQL Data Extraction
- Financial & Performance Analysis
- Data Governance & Quality Control

Personal Skills

- Self-Motivated
- Detail-Oriented
- Problem Solving
- Time Management
- Team Collaboration
- Adaptability

Software Skills

- Power BI
- Power Query
- SQL
- Google Sheets
- Intro Python
- Microsoft Excel
- Microsoft Word
- Microsoft Power Point
- ERP System

Languages

- **Arabic:** Mother Tongue
- **English:** B2