

Holds a B. Sc. in Mechatronics Engineering and has over 6 years hands-on experience with experience in project management and knowledge about marketing, sales, lean and six sigma techniques.

PERSONAL DATA

Nationality : Egyptian
Gender : Male
Residence : Saraya El Obba, Cairo

EDUCATION

: B. Sc. in Mechatronics Engineering, Ain Shams University, 2013

LANGUAGES

Arabic : Native Language
English : Very Good

COMPUTER SKILLS

: Windows, MS Office (Word, Excel, Access, Power Point), Internet
: MS Project, Visio, OneNote
: Primavera
: Autodesk AutoCAD & Inventor

TRAINING COURSES AND CERTIFICATIONS

: Currently studying MBA at ESLSCA Business School.
: Project Management Professional (PMP Certificate No.: 2183004) (Mar. 2018).
: Lean & Six Sigma green belt (IASSC ICGB Certificate No.: 1-2694) (Feb. 2017).
: ITIL Foundation in IT Service Management (Certificate No.: GR750266265AY) (Oct. 2016).
: TOT (Training of Trainers diploma) at RITI (84 hours) (Mar. 2017 – Jun. 2017), it helped me to:

- Understand the core competencies of a trainer in a way that influence organization excellence.
- Utilize various assessment tools effectively to maximize the value of training as a performance improvement tool.
- Design and develop full training toolkit that reflects on the training objectives as well as the organization culture.

- Master trainer's skills in a way that is capitalized on the ROI (Return on Investment).
 - Assess the training impact as part of the organization development strategies.
- : Embedded Systems Diploma at Embedded Fab (180 hours).
- : Industrial Safety Diploma (NEBOSH) by Eng. Ali Roushd (60 hours).
- : Education for Employment (EFE Foundation) (Jun./Jul. 2014): 160 hours Full time (9 am – 6 pm) daily course focuses on: English language proficiency, Soft skills development, Team dynamics enrooting.
- : Life coaching & Entrepreneur ship Diploma in American University in Cairo (Feb. 2013): 96 hours full time (8 am - 4 pm) daily Diploma, which includes: Project management, Strategic innovation, Business report writing, Business Etiquette, Business planning, Economy, Time management, Leadership).

CHRONOLOGICAL EXPERIENCE RECORD

- Dates** : From Jun. 2018 till Aug. 2019
- Employer** : Makeena CNC
- Job title** : Operations Manager
- Job Description** :
- Oversaw day-to-day operations, assigned weekly performance goals and assured their completion.
 - Recruited employees to achieve sales, profitability, market share and business plan objectives.
 - Maintained project timelines to ensure tasks are accomplished on time.
 - Developed, implemented, and maintained budgetary and resource allocation and business plans to support the company's financial objectives.
 - Delegated responsibilities to the best fit employees to perform them while ensured all policies, procedures, standards, specifications, guidelines and cultural values are maintained.
 - Resolved internal staff conflicts efficiently to the mutual benefit of those involved and improved internal processes to ensure all employees work as a cohesive unit.
 - Sustained current market position and growing market share.
 - Supported sales teams and key account managers in retention of existing clients.
 - Anticipated client needs and developed solutions to meet those needs.

- Dates** : From Jul. 2017 till May 2018
- Employer** : Makeena CNC
- Job title** : Commercial Developer
- Job Description** :
- Built relationships with clients to establish new contracts and developed strong relationships with different departments within the company to ensure everyone is working toward the same targets and goals.
 - Identified client needs and suggested appropriate products/services.
 - Developed strategic plans to encourage business growth by using analytics to create action plans that are based on data and statistics, then interpreted results against targets.
 - Conducted risk assessments and pricing structures to work toward

commercial growth.

- Oversaw staff, suppliers, and contractors to ensure that deadlines are met and solve issues as quickly as possible.

Dates : From Aug. 2016 till Jun. 2017
Employer : Makeena CNC
Job title : Project Manager
Job Description :

- Supported Manufacturing in all regulatory filing activities and worked closely with process team to ensure all operational support is provided and received as required by production timelines.
- Managed timelines in conjunction with top Management to ensure that regulatory submission strategies meets manufacturing needs.
- Prepared, distributed and presented project status reports to management.
- Utilized tools and mechanisms to ensure alignment of manufacturing processes, procedures and methods between all departments.

Dates : From Jan. 2016 till Jul. 2016
Employer : Makeena CNC
Job title : Project Planning Engineer
Job Description :

- Planned, coordinated and monitored activities of assigned projects to develop and implement procedures, processes and systems.
- Prepared short and long-term resource allocation plans based on input from all key players and team members.
- Evaluated and analyzed with team the risks and issues compromising project results and developed plans to mitigate them.

Dates : From Nov. 2014 till Dec. 2015
Employer : Petro Services Drilling Overseas
Job title : Industrial Solutions Engineer
Job Description :

- Promoted and developed new regional and international opportunities through organic customer growth and new business development opportunities.
- Aligned with senior manager on current events in the market and key opportunities.
- Implemented commercialization strategies and reported monthly and quarterly on progress.

Dates : From Aug. 2013 till Oct. 2014
Project : Cairo Festival City Mall
Job title : Electromechanical Project Engineer
Job Description :

- Assisted in preparation and implementation of Project Execution Plan (PEP).
- Attended the Weekly Progress Meetings (internal as well as with clients) and assisted in preparation of Minutes Of Meetings.
- Monitored work in progress and prepared weekly report of the status of each assignment.
- Coordinated materials and assisted in the logistics, its shipment and

receipt at site.

- Coordinated with all projects related personnel on day-to day progress of work activities, procurement and operations to ensure timely completion of the project.
- Provided full support as required by the management for all projects.