

Has more than 17 years hands-on experience working in material control field at several Power Plants and other industrial projects.

## **PERSONAL DATA**

Nationality : Egyptian  
Birth Date : 05/03/1981  
Gender : Male  
Marital Status : Married  
Residence : Cairo

## **LANGUAGES**

Arabic : Native Language  
English : Good

## **COMPUTER SKILLS**

: Windows, MS Office, Internet

## **CHRONOLOGICAL EXPERIENCE RECORD**

**Dates** : From Sep. 2015 till now  
**Employer** : SIEMENS / El-Sewedy Electric PSP  
**Project** : Beni Suef Power Plant 4800MW  
**Job title** : Material Manager  
**Job Description** :

- Study the project documents (drawings, specifications, and schedule, review tender documents, contract) to plan for the required materials according to the project's schedule in order to ensure its availability in site in the recommended time.
- Coordinate with Procurement Department Head to assure the technical specifications of materials and with the Purchasing Department Head in terms of prices and budget.
- Direct and administer production control, inventory control, shipping and receiving, and materials stores.
- Control receiving and distributing materials according to the project's needs.
- Assure the quality standards for the received material, versus required - in coordination with Quality Control Head and communicate with Technical Office Head concerning quantity of material.
- Negotiate and handle agreements with sub-contractors and verify offers.
- Evaluate the performance quality of the sub-contractors or suppliers and provide input to Procurement and Purchasing Departments' Heads and

- propose termination of subcontractors as required.
- Receive remarks from technical office related material specifications and follow up with other functions heads.
- Resolve problems with consultant regarding quality of the received materials.
- Review weekly progress reports from his team, Procurement and Purchasing Departments.
- Prepare periodic performance reports for the section and provide input into the top management.
- Ensure that the performance of various assigned tasks, and the conduct of staff within the department are in accordance with the department's policies and procedures.
- Provide direction and manage material engineers' staff in performing their delegated tasks linked to the department policies and procedures.
- Assure the training of new staff to ensure their ability to handle their responsibilities in effective and professional manner.
- Monitor and review the training needs and recommendations highlighted for the staff and track trainings and coaching.
- Handle difficult employee situations directly, using appropriate discretion, HR advice, and respect for the individual in coordination with the function's managers upon need.
- Perform periodic performance appraisals for line reports and other staff (in coordination with HR Department).
- HSE Ensure that work is done according to the company HSE policies and regulations, and employee is fully aware of job risk assessment and environmental aspects.

<b>Dates</b>	:	From Feb. 2015 till Aug. 2015
<b>Employer</b>	:	GE
<b>Project</b>	:	Assiut Project (8x125MW)
<b>Job title</b>	:	Material Manager
<b>Job Description</b>	:	<ul style="list-style-type: none"> <li>• I worked in 3 Ports: Alex, ELDEKILA, Damietta, I received all materials from all vessels same Industrial Sailor, MV Marselisborg, HHL Lagos, BBC SPRING HHL TOKYO, also airport I received till now 6 turbines + 6 GEN + 6 AUX MODULE and all heavy parts making all reports between port and Assiut site for all material and following the material on the road till arrive to site on good case.</li> <li>• Taken photo for all boxes and making reports if we find any damaged material and take SIGN and stamp from vessel team immediately but if the damaged after unloading from vessel example from NOSCO immediately make report and take SIGN and stamp from NOSCO team.</li> <li>• After the material arrived site we make inspection part by part and make MIR with ORASCOM and hand over also making OSD if we find any damaged or missing or expired material.</li> <li>• Produce material receiving reports with location in conjunction.</li> <li>• Using data base Oracle program system with packing list &amp; imported items.</li> <li>• Sub line items, Feature was used to receive and locate items listed on substitute packing list, those were not included on the purchase order.</li> <li>• Generate warehouse request for bulk materials required for Fabrication and erection from bills of material using work plan, Manual request were</li> </ul>

used for equipment and Tagged items.

**Dates** : From Dec. 2012 till Nov. 2014  
**Employer** : Ansaldo Energia  
**Project** : Giza North 3x750MW CCPP  
**Job title** : Material Manager  
**Job Description** : Material Manager within Power Construction Corporation & Commissioning and the oil and gas industry with professional and comprehensive experience that has successfully monitored and supervised various control management systems, same SAP & IPMS whilst engaged on major projects.

**Dates** : From Dec. 2009 till Dec. 2012  
**Employer** : Techint Cimimontubi  
**Project** : Damietta Methanol Plant 1  
**Job Description** :

- Received all material from aboard and local material.
- Make good inventory if found any thing missing make report and send it to vendor.
- Successful supplier to senior buyer or Project Approval and place the award with the most competitive quotation and supplier.
- Random inspection of materials received for quality assurance Goods received.

**Dates** : From Jun. 2008 till Dec. 2009  
**Project** : Nubaria III  
**Job Description** :

- Received all material from aboard and local material.
- Make good inventory if found any thing missing make report and send it to vendor.
- Make MMR and MTR.
- I know all MLI.
- I solve all problems with owner because I have good contact with him.
- I keep special tools in store now any one use any part from it because this special will return back to owner.
- I received all spare parts from aboard and make MTR with owner and take sign and send the paper to my manger in hide office.
- Involved in all areas of material control for piping, Electrical and Instrumentation, Bulk material, equipment.
- Have good deal with owner for finishing all MRR & MTR without comment.
- Also make good handover for spare parts and special tools.

**Dates** : From Jun. 2006 till Sep. 2007  
**Employer** : IPMS for Kellogg Brown and Root International Inc.  
**Project** : Amonia Plant at KBR  
**Job Description** :

- Combining Field Requisitions for suppliers of like materials to establish an RFQ (Request for Quotation).
- Apply Project Specific Terms and Conditions and enter into bid clarification when required.
- Analyze bids for best price and delivery to ensure the Suppliers meet

Project Requirements.

- Submit recommendations for successful supplier to senior buyer or Project Approval and place the award with the most competitive quotation and supplier.

**Dates** : From Jul. 2004 till Mar. 2006  
**Employer** : Spanish Egyptian Gas Co.  
**Project** : Damietta LNG Plant  
**Job title** : Electromechanical Material Supervisor  
**Job Description** :

- Random inspection of materials received for quality assurance Goods received DLC (JV OF "Tecnicas Reunidas" / "Kellog Brown & Root" / "Japanese Gas Co. ").
- Excellent track record of achievement under pressure and used to operating to strict milestones.
- As a Procurement Specialist process requisitions, contact vendors as required, setup blanket purchase agreements, confirm pricing of said material, audit invoices Prior to payment to confirm invoices and receipt of materials concur, expedite Materials for quick delivery create a log of Requisitions and create Purchase Order files.

**Dates** : From May 2004 till Jul. 2004  
**Project** : Technip Onshore Piping Yard  
**Job title** : Material Controller  
**Job Description** :

- Produce material receiving reports with location in conjunction with Materials Movement tickets from London.
- Sub line items Feature was used to receive and locate items listed on packing list those were not included on the purchase order.

**Dates** : From May 2003 till Apr. 2004  
**Employer** : Spanish Egyptian Gas Co.  
**Project** : Damietta LNG Plant  
**Job title** : Electromechanical Material Supervisor  
**Job Description** :

- At DLC (JV OF "Tecnicas Reunidas" / "Kellog Brown & Root" / "Japanese Gas Co. ").
- Generate warehouse request for bulk materials required for Fabrication and Erection from bills of material using work plan, Manual request were used for Equipment and tagged items.

**Dates** : From May 2000 till Jul. 2002  
**Employer** : Hitachi Plant Co.  
**Project** : El Ezz Heavy Steel Industry, Ain Sokhna, Suez  
**Job title** : Electromechanical Material Supervisor  
**Job Description** : Generate warehouse request for bulk materials required for Fabrication and Erection from bills of material using work plan, Manual request Were used for Equipment and tagged items.