

Holds a Bachelor in Commerce (Finance & Business Administration) and has about 14 years experience, including 12 years as a qualified Warehouse, Materials, Supplies and Spare Parts Management & Controlling Specialist with excellent records of accomplishment of managing and supervising various warehouses, yards and projects as well, has a multi-achievement in cost reduction.

PERSONAL DATA

Nationality : Egyptian
Birth Date : 09/02/1983
Gender : Male
Residence : Cairo

EDUCATION

: Bachelor in Commerce (Finance & Business Administration), Ain Shams University, 2004
: High School: Ismail El-Qabany School, 1999

LANGUAGES

Arabic : Native Language
English : Very Good

COMPUTER SKILLS

: Windows, MS Office (Word, Excel, Power Point), Internet
: Oracle Applications, SAP & CICS
: WH & SCM & ERP systems
: Glovia ERP System
: SharePoint
: GE E-Tools
: Site Material System (SMS)

TRAINING COURSES AND CERTIFICATIONS

: Materials Management Administration & Site Materials System, ThyssenKrupp (CM) G.P. (Jan. 2017).
: CMM – Tools & Procedures L.1, ThyssenKrupp (CM) G.P. (Jan. 2017).
: Information Security, ThyssenKrupp Training Center (Jan. 2017).
: Basic Life Support & First Aid 2X, Egyptian Red Crescent (Jan. 2016).
: Project Management, Georgetown College (May 2014).

- : Supply Chain Management, Georgetown College (Apr. 2014).
- : Inventory Management, Georgetown College (Apr. 2014).
- : Six Sigma, Georgetown College (Mar. 2014).
- : Material Handling & Warehousing, AmCham CDC (Mar. 2014).
- : Problem Solving Through Productive Thinking, Cyber Learning & Mind Leader (Apr. 2012).
- : Motivation Methods and Strategies, Cyber Learning & Mind Leader (Apr. 2012).
- : Teams That Work, Cyber Learning & Mind Leader (Apr. 2012).
- : Time Management for Maximum Productivity, Cyber Learning & Mind Leader (Mar. 2012).
- : Stress Management, Cyber Learning & Mind Leader (Mar. 2012).
- : Time Management Fundamentals, Cyber Learning & Mind Leader (Mar. 2012).
- : Team Building, ORION (Sep. 2011).
- : Defensive Drive 2X, Moody Int. & Randy Smith (Aug. 2011).
- : SAP R/3, Cyber Learning & Mind Leader (Jul. 2011).
- : Managing Change, Cyber Learning & Mind Leader (Jul. 2011).
- : Management Skills Introduction, Cyber Learning & Mind Leader (Jul. 2011).
- : Building Relationships, Cyber Learning & Mind Leader (Jul. 2011).
- : T-BOSIET, AAST - OPITO (May 2011).
- : WH Management & Stock Control, MARC (May 2011).
- : Safety Values (Beyond safety), Randy Smith Training Solutions (Dec. 2007).
- : STOP Safety system, EDC Training Center (Oct. 2007).
- : Elec. Safety, Fire Fighting & First Aid, EDC Training Center (Sep. 2006).
- : General Safety & H2S (Theoretical & Live), EDC Training Center (Sep. 2006).
- : Hoisting & Lifting & Painting, EDC Training Center (Jun. 2006).
- : Principle of Accountant, Ain Shams University (Jul. 2004).

CHRONOLOGICAL EXPERIENCE RECORD

- Dates** : From Dec. 2016 till now
- Employer** : ThyssenKrupp Industrial Solution - UHDE
- Project** : EPC – Petrochemicals
- Job title** : Materials Manager
- Job Description** :
- Perform an assessment of the contract with the client.
 - Select/propose and set up IT tools for construction materials management.
 - Operate the warehouse management system in-house for special analyses (advance planning).
 - Conduct training courses.
 - Prepare material handling procedures for different types of materials, climatic conditions, vendor requirements, storage times, design warehouse size, location and requirements for different types of materials.
 - Create filing system for certificates management.

- Coordinate installation of warehouse system on site.
- Support Site Materials Manager and his/her team.
- Support the performance of warehouse inventories.
- Support further development of processes or tools.
- Conduct a failure analysis and corrective measures in the warehouse management system.

Dates : From Apr. 2016 till Dec. 2016
Employer : General Electric Oil & Gas - Subcontractor
Project : KAZ-Rehab Project 11.1, for Shell / BGC at Basra, Iraq:
 Rehabilitation for 4 units of Turbines attached with 4 Centrifugal Compressors:

- 2 x Frame 5 Hitachi Turbines + Elliott Compressor.
- 1 x Frame 3 Hitachi Turbine + Elliott Compressor.
- 1 x Frame 1 Nuovo Pignone Turbine + Elliott Compressor.

Job title : Materials Manager
Job Description :

- We went through hundreds of boxes and containers that contain the spare parts and new modules for replacing and maintaining BGC-KAZ units, with all normal materials and warehousing management activities.
- Tracking materials whilst Logistics phase till receiving on site, unboxing, check / inventory, reporting, shelving / storing and issuing.
- Feeding back the customer on periodic basis with all materials information and graphs that state the materials situation (Shipped / Received / unboxed / issued / etc.).

Dates : From Feb. 2015 till Apr. 2016
Employer : General Electric Power & Water - Granite
Projects : Egypt Mega Deal Project (Sharm El-Sheikh / Port Said), Egypt:

- Port Said site: Installing (Gas Power Plant Consists of 2 x LM6000 "PC/PF" Units, Dual Fuel "Gas/Liquid" Units, along with all the BOP equipment and tanks as well).
- Sharm El-Sheikh site: We had installed (Power Plant Consists 6 x LM6000 PCs Units, Dual Fuel Units, along with all the BOP equipment, Sea Water Treatment units).

Job title : Materials Manager
Job Description :

- During the Mega deal project, I attended on the sites during its several stages starting with construction phase till Commissioning & Client Handover.
- Manage the material tracking system and follow up on material's requests as per project schedule.
- Provide periodic reports for materials management activities.
- Ensure that all materials management records and files are kept up to date.
- Controlling for receiving, handling and visually inspect for received items in accordance with the appropriate shipping documentation and drawings and storing all material.
- Manage procurement activities as needed within the project.
- Controlling initiating of Material Receiving Report.
- Lead & Supervise subordinates and assigned materials team.
- Initiate Damaged and missing materials as the procedure.

- Ensure on the balanced satisfactory of the clients.
- Ensure that all materials and warehouse resources are used efficiently.
- Ensure and follow safety process and EHS procedures.

Dates : From Jan. 2013 till Feb. 2015

Employer : Unicharm Middle East & North Africa Hygienic Industries

Job title : Spare Parts Warehouse Head

Job Description :

- Prepare up to date warehouse procedures for proper storage, ensure that Warehouse SKUs are stored in safe and orderly manner.
- Coordinating external repairs, fabricating parts & kits, dealing with workshops and service sourcing.
- Communicate with different Suppliers & Manufacturer for assessing & choosing the most accurate & bifacial items for our factory.
- Supervise stock movement & ensures processing of documents which supports Stock Receipts / Issuance Transactions and approving posting.
- Monitor implementation of receiving & issuing standards as required.
- Review counts variance reports and recommend adjustments & obtain necessary approvals.
- Implant policies procedures of material handling, receiving, issuing and storing and ensures compliance with Co. procedures and practices.
- Check the flow of items consumption and share results with Superiors.
- Monitor regular cycle count inventory and annual physical inventory.
- Report damaged items and rejections as per procedures to claim value.
- Ensure that all warehouse resources are used efficiently.
- Continuously monitor subordinate performance & activities through KPIs.
- Issue periodic reports to SCM Director.
- Follow company rules and regulations pertinent to administrative policies, safety and personal hygiene.
- Responsible for allocating the warehousing activities.
- Responsible for warehouse staff attendance, vacations, evaluation.
- Responsible for following up the third-party performance.
- Job history:
 - I had start on this roll to manage and supervise Spare Parts warehouse to facilitate it from scratch, I started in this warehouses from scratch I established racking, coding parts, storing parts, document system impletion, feeding ERP system and finally testing & evaluating system and it is working in idle system.
 - I shared with procurement selecting, assessing and classifying the suppliers and vendors.
 - I established the new programming for Spare Parts & assets Localization as a trend for Cost Reduction.

Dates : From Jan. 2006 till Jan. 2013

Employer : Egyptian Drilling Co. (EDC) - Subsidiary of MAERSK

Job title : Materials & Supplies Controller, Off-Shore WH Supervisor, SCM Admin

Job Description :

- Feeding procurement by needed requirements, spare parts and materials.
- Define materials and spare parts and determine suppliers with procurement.
- Assert that records updated (Both documents& computer systems).

- Follow up Document Cycle & electronic system cycle.
- Feeding computer system -ORACLE- by most updated data & descriptions.
- Determine stock levels & check for stocks as quarter & annual plan.
- Define replenishments point and feeding system.
- Covering & replenishing low stock and materials shortage.
- Curing any Inactive stocks and junk items.
- Supervising & handling ordering, receiving, and issuance of materials.
- Follow up deliveries & inspect incoming deliveries for quality & quantity.
- Supervising proper storage of materials with my team.
- Follow up with suppliers for pending materials.
- Prepare for annual physical count of stocks and audits tasks.
- Prepare & produce reports & Ensure all reports quality & timing.
- Leading & training my team to achieve the above points.
- Help in solving problems which face work moving & Completion of tasks.
- Planning and Organizing tasks and time, feeding back KPI.
- Ensure and Follow safety process and HSE.
- Ensure accuracy and completeness.
- Assist in budget preparation.
- Coordinating between Logistics & Procurement teams.
- Job history:
 - I had start on this job as a warehouse person in the main warehouse and then I was promoted to be a Materials Man to control and supervise a Land Rig warehouse and then I was promoted to be a Senior Warehouse Man to control and supervise an Off-shore Rig and coordinating shipments and deliveries with main warehouse and Land base warehouse.
 - Giving hand in Procurement & Logistics sections and Stock Control section to find out more training, learning, experience, efficiency and to have the knowledge of the full chain of importing materials and how to process & cure multi treatments for materials & supplies.
 - Supervising Off-Shore rigs warehouses and manage materials and assets to, from and between different rigs and the base.
 - Holding a project on 2011 for setting up and preparing offshore rigs El-Qaher I & El-Qaher II warehouses from scratch, training their storekeepers on both electronic and documentation system and parts coding project.
 - Managing, coordinating and solving new rigs & materials projects issues.
 - I had transferred to act as Materials, Supplies & Re-manufacturing parts Controller for Maintenance & Engineering Dept.
 - Holding a project on 2012 for maintaining & coordinating a CAT remanufacturing parts system with Mantrac (CAT Egyptian Agent).

Dates : From Jan. 2005 till Dec. 2005
Employer : Alfa Scan (Medical & Diagnostic Radiology)
Job title : Receptionist
Job Description :

- Greet, Assist, Direct and Deal with visitors & patients.
- Entering patient data & reservation via ORACLE forms system.
- Answer incoming calls and handle caller's inquiries & reservations.

- Deliver results & reports to patients.
- Handling appointments with radiology technical & doctors.

Dates : From Jul. 2004 till Dec. 2004

Employer : I.M. Demetech for Importing (Medical & surgical supplies)

Job title : Junior Accountant

Job Description :

- Entering data for daily expenses records.
- Tracking shipments.
- Dealing with banks (Deposit, withdrawal and documentary credit).
- Calculate, record and pay salaries for employees.
- Follow customer's orders.
- Prepare proper reports as requested.
- Warehouse entering data & supervise in/out stocks.

Field of experience : Warehousing, Procurement, Logistics, Stock Control, SCM, Business Administration, Power Plants Projects, Oil & Gas and Telecommunications.