

# CV

## Maher Ali Mohammed ALAMINI



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### 1 Personal Profile

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Qualified logistician with a proven track in the different logistic activities; planning, auditing, inventory, warehousing, supplying, mentoring, and implementation for large international companies and organizations. I gained various experiences in both emergency and non-emergency projects.

### 2 Core Skills

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- Experienced Storekeeper.
- Experienced Logistician
- Logistic System
- Logistic Control
- Internal Auditing
- Inventory Management
- Planning & Implementation
- Negotiation
- Leadership
- Due Diligence

### 3 Career Summary

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#### 2012 – 2015 BACKGROUND COMPANY

##### logistic Assistant – Storekeeper(Warehousing & Logistician)

##### Outline:

Monitoring the compliance of warehouse activities and conditions to the international standards of safety requirements. Reporting the findings to the company management.

##### Key Responsibilities

- Ensuring that all stores are always clean and tidy.

- Implementing pest and rodent control methods.
- Ensuring that all materials obtain manufacturing certificates.
- Ensuring that all materials are exposed to 3<sup>rd</sup> party inspection.
- Enhancing safe workplace environments.
- Collaborating with management in purchasing high-quality materials.

#### Key Achievements

Mentored and ran the safety activities in the warehouses which resulted in completing the project's time without accidents.

### **2013 – 2014 OMV Oil & Gas Company**

Outline:

I have worked as ( PR and PO ) creation on the international program SAP

**July 2019 – May 2024**

**WFP – IBB / LOGISTIC-Storekeeper**

Outline:

Receiving and dispatching all the WFP food and non-food commodities in the IBB warehouse.

#### Key Responsibilities

- Receive all the WFP food and non-food commodities.
- Report on the quality, and quantity of the received commodities and ensure that quantities dispatched as per consignor's documents match with quantities received and endorse documents.
- Maintain clean and pest-free storing conditions.
- Ensure good warehousing practices.
- Supervise the off-loading and stacking of the commodities, follow up tracking of the commodities in the pipeline, and report the same to the appropriate personnel.
- Maintain records and/or ensure that assistants assigned to the various stores keep records of the foodstuff offloaded/loaded at the warehouses, adhering to the WFP systems.
- Control incoming goods both food and non-food commodities by such methods as physical counts, random weight checks, rejection of any spoiled commodity, reconditioning of underweight bags, etc.
- Sign waybills of received and dispatched cargo.
- Deliver goods on request against official and approved documentation.
- Keep updated records on stack cards, stock cards, ledger books, and/or computer inventory lists.
- Make periodic physical inventory checks.
- Liaise with field monitors and others on matters pertaining to logistics.
- Report on and, in consultation with others, take appropriate action for the disposal of spoilt commodities.
- Provide overall supervision and training of other storekeepers and casual laborers
- Perform any other related duties as and when required.
- Preparing the Daily DSMR report to CO.
- 9. Preparing the request from SCAMCHA; for truck movement from IBB warehouse to the different district according to distribution plans.

## Key Achievements

Collaborating with the WFP IBB Logistic team in delivering food to the targeted people on time.

## 4 Education

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1- I Have completed a Programme of CHL (certification in humanitarian logistics) from FIRTZ Institute UK.

2 - Bachelor's degree in International Business Administration

3 - High School Certificate from ALAMJAD SCHOOL, Sana'a, Yemen.

## 5 IT Skills

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Supply Chain & Warehousing System, SAP, LESS.WFP Org.

Good experience with computer programs such as (Ms: Word, Excel, and Internet).

Good experience in computer maintenance (Software, Hardware).

References available on request.

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