

MOHAMED ABD EL RAOUF

SAP User \ Odoo User

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Alexandria, Egypt



SUMMARY

I am a committed researcher with excellent communication skills. I have expertise as a Warehouse Manager with a demonstrated history of working in the building materials industry. Skilled in Microsoft Word, Purchasing, Warehouse Operations, Management, and Materials. Strong operations professional with a Bachelor's Degree focused in Social Work from Social Works High Institute - Alexandria. experience in a variety of areas, such as Anthropology and Art Studies.

EDUCATION

Bachelor Of Social Work Study

Social Works High Institute - Alexandria

09/1996 - 05/2000

EXPERIENCE

Warehouse Manager

Rubex for International Factories complex For Plastic & Acrylic Manufacturing

06/2023 - Present Alexandria, Egypt

- Overseeing inventory levels, accuracy, and organization. This involves receiving, storing, and distributing goods while maintaining proper documentation.
- Hiring, training, and supervising warehouse staff. This includes assigning tasks, managing schedules, and ensuring adherence to safety protocols.
- Optimizing warehouse operations to enhance efficiency and minimize costs. This involves implementing efficient workflows, improving processes, and utilizing space effectively.
- Ensuring compliance with safety regulations and company policies. This includes maintaining a clean and safe work environment, conducting regular safety inspections, and providing necessary training on safety procedures.
- Coordinating with logistics teams or external partners to facilitate the smooth movement of goods in and out of the warehouse. This involves managing shipments, coordinating deliveries, and resolving any transportation issues.
- Implementing quality control procedures to ensure that products meet standards. This may involve conducting regular quality checks and addressing any issues with damaged or defective items.
- Overseeing maintenance and repair of warehouse equipment such as forklifts, conveyor belts, and pallet jacks to ensure they function properly and safely.
- Utilizing software systems to track inventory, manage orders, and generate reports. This involves maintaining accurate records and utilizing data for decision-making and forecasting.
- Monitoring expenses related to warehouse operations and finding ways to optimize costs without compromising quality or efficiency.
- Collaborating with other departments to meet customer requirements, ensuring timely order fulfillment, and addressing any customer inquiries or concerns related to warehouse operations.

SKILLS

SAP MM

EXCEL

Microsoft Office

MRP

powerpoint

Odoo

Inventory Control

Team Leadership

LANGUAGES

Arabic

Native

English

Proficient

Warehouse Manager

Rubex for International Factories complex For Plastic & Acrylic Manufacturing

EXPERIENCE

MRP Specialist

Amreyah Cement / Intercement 📅 01/2016 - 05/2023 📍 Alexandria, Egypt

- Analyzing weekly the requested quantity in PR with the KPIs (e.g. Days in Hand, Open PRs, Open POs etc.) from repurchasing avoidance reports (SAP Customize Reports) and review the quantity with plant if possible to delete the PR or reduce the quantity in the PR To ensue supply the factory by spare parts required at all times.
- Preparing Warehouse Monthly repurchasing avoidance report about monthly stock value To ensure essential outputs and reports, in order to reflect the efforts done and express the necessary information for the superiors.
- Coordinate with Purchasing service In terms of reducing vendors lead time that affect in reducing the Min – Max levels. To improve the materials ordering and delivery cycle and decrease the inventory value. Preparing Warehouse Monthly scrape report about the sold quantities and value monthly stock value.
- To ensure essential outputs and reports, in order to reflect the efforts done and express the necessary information for superiors. Assist in developing harmonized and standardized operating procedures among plants' warehouses for better improved operation and best practices; To complete the procedures of inventory & warehouse management and define the needed development opportunities. Analyzing the stock value trend & Identifying strategic, critical, obsolete and capitalized items in the warehouses of the company to get a quick inventory reduction; To improve the materials requirement planning process and decrease the inventory value Monitor daily consumptions of Raw materials & Fuel ,To ensure the deliveries from both to sustain the pant operations.
- Follow the Quality, Safety and Environmental policies and regulations (namely SSMA (SHE) manual) .To contribute to match and improving levels of quality, environment and safety

MRP Specialist

Amreyah Cement / Intercement

EXPERIENCE

Warehouse Specialist

Amreyah Cement / Intercement

📅 05/2023 📍 Alexandria, Egypt

- Receive and inspect plants of production, Lubricant, garage, diesel fuel, products/goods, mechanical, electrical and misalliance materials from inspection area according to the goods receiving procedures and follow up the wooden pallets and cover its recycling procedures. To grantee the receiving process for materials& goods are met the defined requirements.
- Daily collect ,prepare and deliver plants of production, Lubricant, garage, diesel fuel mechanical, electrical and misalliance requested materials for issuance to the requested department Ensure effective and efficient handling for requesters needs to meet expectations contributing to process and company reliability and sustainability
- Prepare and apply the daily loading plan according to the sales plan after the approval of the Sacs Plant Manager and ensure that all paper waste is moved to the appropriate waste containers and follow up with the paper waste collectors the collecting plan; To maintain daily flow and support for papers handling process.
- Register for apply all good receipt and good issuance SAP transactions in AMCC, ACCC & SACS all the production, Lubricant, garage, diesel fuel, materials, products/goods, mechanical, electrical and misalliance materials , To provide the necessary updates for warehouse operations on SAP modules.
- Check, Keep, maintain and update accurate records and reports on the all the received , inspected & rejected materials delivered mechanical, electrical, production, Lubricant, garage, diesel fuel & SACS warehouses and misalliance warehouses; and responsible for achieving process for all related records and all company archive as well. Ensure effective database update for good references and to guarantee compliance with defined procedures and policies applied in company.

Warehouse Specialist

Amreyah Cement / Intercement

Warehouse Operator

Al Alamein Containers Borg El Arab

📅 09/2002 - 12/2006 📍 Alexandria, Egypt

- Receiving, storing, and organizing items in the warehouse. Managing inventory levels and keeping accurate records.
- Picking, packing, and preparing items for shipment or delivery.
- Safely loading and unloading goods using appropriate equipment.
- Inspecting products for damage and ensuring outgoing shipments meet quality standards.
- Maintaining accurate documentation of inventory and shipments.
- Adhering to safety protocols and keeping the warehouse clean and organized.
- Working with teams to ensure efficient warehouse operations.

Warehouse Operator

Al Alamein Containers Borg El Arab