
MOHAMED AHMED MOHAMED RAMADAN

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PURCHASING MANAGER

Aiming to leverage my expertise in procurement, supplier management, and strategic sourcing to optimize cost efficiency and improve supply chain performance. I seek to contribute to a dynamic organization by ensuring timely procurement of high-quality materials and fostering strong relationships with suppliers to support the company's operational goals and long-term success.

EDUCATION

- Bachelor of Commerce - Faculty of Commerce - Port Said University - Year: 2000
 - Grade: Acceptable overall rating - Section: Accounting and Auditing
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WORK EXPERIENCE

•Karawia Company

Position: Sales Manager January 2023 – Present

Location: Port Said, Egypt

•Managing and overseeing sales operations, developing sales strategies, and building relationships with key clients to drive business growth.

•Karawia for Packaging Materials (Karawia Pack)

Position: Purchasing Manager January 2013 – December 2022

Location: Port Said, Egypt

- Participated in the development of annual procurement plans, including estimates of procurement timing and costs.
 - Prepared and updated a register of qualified suppliers and service providers.
 - Implemented procurement procedures and coordinated supplier proposals with the requesting department, ensuring alignment with technical and financial requirements.
 - Reviewed and processed purchase requests, verified purchase orders for compliance, and contacted suppliers for quotations.
 - Evaluated price offers for compliance with specifications, purchased commodities directly from the market, and followed up on procurement processes to ensure timely delivery.
 - Oversaw the development and execution of resourcing strategies and ensured project implementation aligned with regulations.
 - Planned future purchases and monitored adherence to delivery schedules, approving vendor contracts as needed.
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PEROSNAL SKILLS

- teamwork
 - Presentation Skills
 - Computer Skills
 - Leadership
 - Work under Pressure
 - Creativity
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COMPUTER SKILLS

- Micro soft office (Excel, Word, PowerPoint, Outlook)
 - Photoshop
 - Illustrator,
 - Word press
 - using Odoo program ERP
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LANGUAGES

- Arabic : Native
- English : Very Good