
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.

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