Hazem

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| Logistics Manager Vodafone Egypt |

Well organized, take initiative, flexible, work well under pressure, outstanding ability to control inventory, strong aptitude to maintain material handling equipment and meet or exceed warehouse operation efficiency goals, ability to plan effectively to ensure that deadlines are achieved,

Good leadership skills ; confident and passionate manager who can manage, mentor and motivate a team up to 40 members.

Demonstrated ability to achieve the financial objectives of the warehouse and distribution by managing budgets and scheduling expenditures effectively

My key strengths lie in controlling warehouse flow patterns, planning future storage capacity, outside the box problem solving ability and recognized leadership skills.

Excellent judgment, resourcefulness, and creative problem solving skills \* Ability to concurrently manage multiple projects simultaneously \* Confident working under pressure and tight deadlines \* Strong project management, organizational skills and keen attention to detail

The ability to generate new ideas and follow through to completion \* Exceptional written, oral, interpersonal and presentations skills \* Excellent people skills, an upbeat and enthusiastic attitude \* Self-driven, self-motivated and able to make responsible decisions

Aptitude to effectively interface with senior management and staff \* Superior professionalism, judgment and strong work ethic \* Great team player capable in adapting to a multi-cultural environment

**Summary OF ACHIEVEMENTS**

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| **Vodafone Egypt.** | |  | | --- | | * Responsible for plan, organize, direct, manage, evaluate, operations and * budget of departments involved in supply chain services including, warehousing, inventory control, transportation, materials handling, and strategic planning. also identifying the opportunities for logistics operation improvements. |  * Assisted the company to rearrange the warehouse storage area generating extra storage space by 100% compared to the old storage area as an alternative for buying/renting new warehouse and also building an effective distribution module for goods transfers to company branches achieving lower cost and higher distribution timing efficiency. * Permanent team member in a project responsible for increasing warehouse capacity and distribution level to meet seasonal and unpredicted sales demand. * Six months after joining the company warehouse manager was on a sick leave and I was appointed to replace him and managed the warehouse having a smooth operation period without any work discrepancy * Financially reworded from senior management. * Applied new techniques to increase work flow effectiveness and reduce operation cost; The Six Sigma – Green Belt Certificate. * Earned a reward from Vodafone Egypt as one of the warehouse member who’s achieved an outstanding performance during December 2004 which has a positive impact on the sales to cost of goods sold percentage. * **Permanent member of a committee of four people, to visit and audit shipping and handling procedure’s applied at the Vodafone supplier**   1- Oberthur technology factory France 2008  2- Visa Factory 6TH city, Giza Egypt 2010  3- In Cards facility Berlin Germany 2016  4- File Trail company California U.S.A 2016  As a result of the visit and the continues communications with the suppliers , managed to reach zero default or unstandardized shipments saving negation and reshipment time and informed the suppliers with any updates or amendments in the shipping and handling procedures applied and accepted by Vodafone , Egypt to comply with. |
| **Raya Holding Cairo, Egypt.** | * Distinguished effort to established new Raya warehouse in sixof Octobercity applying international standers ( United Kingdom Warehousing Association) which facilitated all storage activities in the company ; * Worked as internal trainer preparing and delivering training program for new store keepers to work according to the new adapted standard. * Honored as the most achiever employee in logistic department and entitled to join R.A.C (Raya Achievers Club) in 2004. |
| **Saleh Yahiya Company, Jeddah, Saudi Arabia.** | * Assisted the company to have clear vision for accounts payable as one of the business cycle component maintaining a precise schedule for cash outflow which reflected positively on financial statements accuracy, financial ratios and great positive impact on the company repetition. * Rewarded by an early promotion. |

**Career History**

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| **July,2004** | **Present** | **Vodafone Egypt** | | | **Logistics Manager** | |
| Duties: |  |  | | |  | |
|  | * Managed merchandize transfers between the main warehouse and Vodafone stores using Oracle Applications. * Supervised the activation of prepaid recharge cards using Omega program. * Handled the business relationship with the agents and the authorized dealers. * Orchestrated the merchandize transfer between stores across all governesses (300 stores]. * Prepared business requirements document for warehouse reports implementation. * Worked as a project coordinator in Vodafone lines assembly which involved all logistics activities. * Arrange for disposal , scraping and prepare the monthly stock analysis reports concerning inventory status. * Manage to prepare for the annual warehouse audit including but not limited to inventory, condition of stored items at regular intervals and maintain good housekeeping in all warehouse areas. * Constantly plan out all warehouse resources and activities in relation to company objectives and set targets. * Ensure that workplace’s health and safety requirements are met and take responsibility for communicating with security department in any matter concerns building and stock. * Fulfilling objectives of budget and environment. * Keeping stock control systems up to date and to Produce regular reports and statistics on a future capacity requirements. * Briefing team leaders on a daily , weekly and monthly basis. * Develop strategic approaches and creative solutions to cost effectively shipment product. * Make sure that environmental objectives are met. * Enhance subordinates’ well-being and capability through training and give opportunities for promotion. * Always research to improve all warehouse operations according to company’s objectives. * Find out and implement cost reduction measures in all aspects of warehouse transactions and activities * Familiar with necessary recruiting and training procedures for the newly appointed staff. * Provide supervision to a team of 45 employees. * Offer proper management to the 2500 square meters warehouse along with 8 bays   as well as 5 forklifts.   * Implement health and safety procedures; * Manage staff training issues; * Motivate other members of the team; * Project manage; * Set objectives; * Plan projects; * Work on new supply strategies; * Plan vehicle routes; | | | | | |
| **December ,1999** | **July , 2004** | | **Raya Holding , Cairo, Egypt** | | | **Warehouse Supervisor** |
| Duties: |  | |  | | |  |
|  | * Supervised the warehouse inventory using Oracle Applications Software to operate the transfer process of the inventory between Nokia stores. * Handled warehouse daily inventory request’s (Receiving and Issuing) * Prepared Reports for warehouse items. * Processed and issued warranty certificates for mobile phones and personal computers. * Developed and promoted new work methods to improve the efficiency of the work flow. * Having a complete history for received and issued goods using par code system. * Experienced in warehouse security system (fire and theft equipment). * Responsible for the warehouse keeper’s team monitoring performance and progress. * Responsible for ensuring that all equipment and machinery used within the warehouse is well maintained and fully operational. * Coordinate regularly with other departments to ensure that the warehouse is managed in accordance with overall business objectives. | | | | | |
|  | **June, 1995 July 1999** | | **Saleh Yahiya Company, Jeddah, Saudi Arabia** | | | **Financial Accountant** |
| Duties: |  | |  | | |  |
|  | * Managed the monetary transactions. * Handled the payroll. * Responsibility of comparing profit and loss account monthly result with the company target profit and take immediate action toward any deviation about the company financial plans. * Bank Reconciliation, Accounts Receivable and Accounts Payable. | | | | | |
| **June , 1993** | **November, 1993** | | | **Bahgat Auditing Firm** | | **Auditing Trainee** |
| Duties: |  | | |  | |  |
|  | * Audited the banking financial activities (Cairo Bank, Central Bank of Egypt) * Inspected the accounts of credit department. * Reviewed the cash balance in various bank branches. | | | | | |
| **Summer Student Training** | | | | **Movenpick Hotel, Cairo, Egypt.** | | **Accounting Trainee** |
| Duties: |  | | | | | |
|  | * Monitored the hotel outlets’ revenues. | | | | | |

**Academic Qualification**

* Bachelor of Commerce, Faculty of Commerce, Ain Shams University, Cairo, Egypt.

Major: Accounting. Graduated: June, 1994.

Grade: Good.

* Thanwayya Amma, El Tabary Roxy Secondary School, Heliopolis, Cairo, Egypt.

**Special Skills:**

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| Computer: |  |
|  | * Excellent knowledge of the following applications, Microsoft Word, Excel, PowerPoint, Access, Outlook, Internet Explorer. * Used Oracle Applications Software to operate the process of the warehouse. |
| Language : |  |
|  | * Attended advanced level English courses in International Language Institute (I.L.I), 1993. * Attended a beginners level Italian course, Faculty of Alsun, Ein Shams University, 1994. * Attended advanced level English courses in Berlitz Language Institute 2006. * Attended Language Development Program From 01/01/2008 to 16/01/2009 at the British Council ,Heliopolis. |
| Technical : |  |
|  | * Attended a course on Financial Analysis tools, Ain Shams University, Cairo, 1999. * Studied a Foreign exchange currency course (FOREX), 1999. * Attended training sessions on Interpersonal Skills, European Management center, Cairo, 2001. * Attended training sessions on supervisory skills, European Management center, Cairo, 2003. * Attended training session on power point , Raya academy,2003 * Attended training session on Firefighting & warehouse safety procedure, Security institute for human developments,cairo,2004 * Attended training session on warehouse management and stock control , Al Ahram scientific center Cairo 20005 . * Attended training session on Basics of Inventory Management, American University in Cairo 2006 * Attended training session on Excel Expert, IT Egypt center, Cairo 2007. * The Six Sigma – GREEN BELT Certificate training October 2009 * Supply Chain management training Apr 2010 * American university in Cairo **School of Continuing Education 2016:-** * Certificate of Achievement in Supply Chain Management * Foundation Certificate in Supply Chain Management * Career Certificate in Logistics Management     **References:**  Available Upon Request |