***Planning, Production, and Operation Manager*** 

***Career Objective*** :Seeking a challenging and professional techno-managerial position to utilize my expertise

***PERSONALDATA***

 ***Name***: Hamed

 Hamed.373015@2freemail.com

***Date of Birth***: 16th of May 1963

***Nationality***: Egypt

***Marital Status***: Married

***PROFESSIONAL EXPERIENCE***

Augast2016 – Present:

Factory Manager

 Home Tech Co. for Home Appliances

Direct and coordinate production processing, related to marketing activities of the company

 Oversee the departments complying with manufacture standers international

Coordinate between departments to provide any problem, achieve the production aims and strategy of the company

 Monitor and ensure complies with ISO9001/2008

 Approve expenditures for supplies, materials, and human resources, ensuring that materials, labor and equipment are used efficiently to meet production targets

 Review processing schedules and production orders to make decisions concerning inventory requirements, staffing requirements, work procedures, and duty assignments, considering budgetary limitations and time constraints

 Review operations and confer with technical or administrative staff to resolve production or processing problems

 Approve the hire, train, evaluate, and discharge staff, and recommend resolve personnel grievances.

 Initiate and coordinate inventory and cost control programs.

 Prepare and maintain production reports and personnel records.

 Set and monitor product standards, examining samples of raw products or directing testing during processing, to ensure finished products are of prescribed quality.

 Develop and implement production tracking and quality control systems, analyzing production, quality control, maintenance, and other operational reports, to detect production problems.

 Review plans and confer with research and support staff to develop new products and processes

Dec 2014 to Augast2016:

Production Manager at Al-Arabia Co. For Aluminums manufacturing & Painting (colors& wood) 6-October city, Egypt.

Responsibilities:

Direct and coordinate production processing, related to marketing activities of the company.

Oversee the department complying with Painting manufacture standers international (QUALICOAT).

Monitor and ensure complies with ISO9001/2008.

Approve expenditures for supplies, materials, and human resources, ensuring that materials, labor and equipment are used efficiently to meet production targets.

Review processing schedules and production orders to make decisions concerning inventory requirements, staffing requirements, work procedures, and duty assignments, considering budgetary limitations and time constraints.

Review operations and confer with technical or administrative staff to resolve production or processing problems.

Approve the hire, train, evaluate, and discharge staff, and recommend resolve personnel grievances.

Initiate and coordinate inventory and cost control programs.

Prepare and maintain production reports and personnel records.

Set and monitor product standards, examining samples of raw products or directing testing during processing, to ensure finished products are of prescribed quality.

Develop and implement production tracking and quality control systems, analyzing production, quality control, maintenance, and other operational reports, to detect production problems.

Review plans and confer with research and support staff to develop new products and processes

Jun 2010 to Dec 2014:

 Production Manager at Amman autoglass for auto glass Manufacturing

 6-October, Egypt.

Responsibilities:

Direct and coordinate production processing related to distribution, and marketing activities of the organization.

Oversee the department complying with manufacture standers international.

Monitor and ensure complies with ISO9001/2008.

 Develop budgets and approve expenditures for supplies, materials, and human resources, ensuring that materials, labor and equipment are used efficiently to meet production targets.

Review processing schedules and production orders to make decisions concerning inventory requirements, staffing requirements, work procedures, and duty assignments, considering budgetary limitations and time constraints.

Review operations and confer with technical or administrative staff to resolve production or processing problems.

Hire, train, evaluate, and discharge staff, and resolve personnel grievances.

Initiate and coordinate inventory and cost control programs.

Prepare and maintain production reports and personnel records.

Directing testing during processing, to ensure finished products are of prescribed quality.

Develop and implement production tracking and quality control systems, analyzing production, quality control, maintenance, and other operational reports, to detect production problems.

Review plans and confer with research and support staff to develop new products and processes.

Nov 2008 to Jun 2010:

 Planning and following up Manager at Al- sharkia(Appliances Manufacturing –Tecnogas)10th of Ramadan city, Egypt.

Responsibilities:

Develop a Material and Production Plan that supports the budget.

Review release strategies for production and purchase orders to verify coverage of customer demand (daily)

Insure proper alignment of planned orders.

Conduct daily production meetings to address open issues

Publish daily the performance to plan reports

Review MRP controllers to insure production and purchase orders are in line with the production plan

Analysis slow moving and obsolete inventory

Review MRP exception messages

Analysis days’ supply on hand

Review of component lead-times to ensure accuracy

Maintain inventory accuracy by insuring handling procedures and transactions are adhered to.

Participation in the Engineering change process.

Review and suggest ways to improve the current flow process

Investigate root cause for unfavorable trends; implement corrective actions where appropriate.

Insure adherence to spending levels.

Follow up the production lines steps and stages

Increase the productivity and efficiency of the production lines

 Lines improve the quality the product assembly and reduce the cost

 Analysis the different between the planning and the actual number of product and mad the corrective action for it

Achieve monthly production plan

Development and continuous improvement of production processes

Analysis the Absentees reasons and takes the corrective actions

May 2008 to Nov2008:

Planning and following up Manager at (P&J) Paste and Juice Sadat city, Egypt.

Industry: Food and Beverage Production.

Responsibilities:

 Develop a Material and Production Plan that supports the budge

Review release strategies for production and purchasing orders to verify coverage of customer demand (daily)

Insure proper alignment of planned orders.

Conduct daily production meetings to address open issues

Publish daily the performance to plan reports

Review MRP controllers to insure production and purchase orders are in line with the production plan

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May 2004 to Mar 2007:

Manager of powder electrostatic coating department (traibo) at International co. For engineering & air conditioners (union air) 6-October, Egypt.

Responsibilities:

Responsible for the management of a section of the (3) engineers and (45) workers

Responsible for providing coated parts to production lines will let manner not stop

Responsible for the maintenance paint booths and pistols as well as treatment vats and setting a timetable for that

Responsible for reducing waste from powder paint and access to the best rates

Responsible for evaluating the quality of powder coating and chemicals used in the treatment of quality and the rate of consumption and rate performance

Responsible for the quality of painted parts according to world standers such as)ASTM & DIN) ... etc.

Jan 1988 to May 2004:

Planning and following up Manager at Power Egypt factory(factory of power air conditioners) 10th of Ramadan city, Egypt.

Responsibilities:

Develop a Material and Production Plan that supports the budget.

Review release strategies for production and purchase orders to verify coverage of customer demand (daily)

Insure proper alignment of planned orders.

Conduct daily production meetings to address open issues

Publish daily the performance to plan reports

Review MRP controllers to insure production and purchase orders are in line with the production plan

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Development and continuous improvement of production processes

Analysis the Absentees reasons and takes the corrective

Highlights:

Enhanced the supervisory procedures and standards of the workshops, thereby greatly decreasing complaints of production malfunction.

Overhauled existent departmental policies and procedures to reduce red tape and ensure leaner administrative structure.

Redesigned training programs and manuals to reduce induction time and reducing overheads.

Additional Designations:

Member of department quality assurance committee.

Member of the ISO committee.

Jan 1988 to May 2004:

Manager of powder electrostatic coating department (corrona) at Power Egypt factory (factory of power air conditioners)10th of ramadan city, Egypt.

Responsibilities:

Responsible for the management of a section of the 13 workers

Responsible for providing coated parts to production lines will let manner not stop

Responsible for the maintenance paint booths and pistols as well as treatment vats and setting a timetable for that

Responsible for reducing waste from powder paint and access to the best rates

Responsible for evaluating the quality of powder coating and chemicals used in the treatment of quality and the rate of consumption and rate performance

Responsible for the quality of painted parts according to world standers such as)ASTM & DIN) ... etc.

EDUCATION

1981 - 1985:

B.Sc. in geophysics Faculty of Science, Cairo University, Egypt.

Overall Grade: Very Good

Studied Subjects: (geophysics, physics,math,chemistry and geology)

1981:Thanaweya Amma, Ahmed Lotfey El-said, Egypt.

CERTIFICATES AND TRAININGS

 Sep 2012 six sigma at Elements E-learn course of six sigma

 Oct 1995 Performance evaluation and its effect in planning and following

 up at ministry of industry.

LANGUAGES

 Arabic and English: Fluent.

TOOLS AND TECHNOLOGIES

 Advanced in MicrosoftWord, Microsoft Excel, Microsoft

 PowerPoint, Computer, Oracle and ERP.

AREAS OF EXPERTISE

 Strategic Planning, Powder Coating, Production Planning,

 Production Management and operation Management.

KEY SKILLS

 Analytical, Leader, Planner, Communicator, Organizer