

HUSSIEN DARWISH MOHAMED

WHAREHOUSE SUPERVISOR AND SAP MM

CONTACT

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PERSONAL INFORMATION

Date of Birth: 27 February 1990
Marital Status: Married
Military Service: Completed

EDUCATION

Bachelor's Degree in Arabic Language.
Faculty of Dar Al-Ulum-Cairo University,
Grade: Good – May 2011.

SKILLS

- Confidentiality
- Inventory control
- Stock Control Optimization
- Purchase orders
- Staff Training and Development
- Order Fulfillment Processes
- Health and Safety Regulations
- Data Analysis and Reporting
- Problem-Solving Abilities
- Audit and Compliance
- Quality Control Procedures
- Multitasking proficiency
- Working under pressure
- Attention to detail
- Time management
- Cooperative
- Sap program

COMOUTER SKILLS

Windows Operating System
Microsoft Office
Double click
SAP

LANGUAGE

Arabic, Native
English, Advanced

SUMMARY/OBJECTIVE

Highly efficient Storekeeper with extensive experience in optimizing inventory systems, avoiding overstock or shortages, careful about data accuracy, keen to boost team efficiency and a significant reduction in handling errors.

EXPERIENCE

WHAREHOUSE SUPERVISOR and Sap MM

KRASS Construction Company.

1) **From: OCT 2024 - Current**
Project: Mazarine Compound – New Alamein City
Job Location: Alamein - Marsa Matrouh.

PETROJET Company

2) **From: Jan 2020 - SEP 2024**
Project: Middle East Oil Refinery (MIDOR)
Job Location: El-Amreya - Alexandria.

3) **From: 2016 to 2020**
Project: BP - West Nile Delta Project
Job Location: Edkou – Al.Behera

4) **From: 2013 to 2016**
Project: ETHYDCO Poly Ethylene Project
Job Location: El-Amreya - Alexandria.

RESPONSIBILITIES:

- **Receiving Goods:**
 - Ensure that the quantities and specifications match the purchase orders.
 - Inspect the quality of goods and check for any damages or defects.
- **Storing Materials:**
 - Organize and store materials in designated areas for easy access.
 - Use appropriate storage methods (e.g., FIFO – First In, First Out) depending on the type of item.
- **Inventory Recording:**
 - Enter data into inventory records or accounting systems.
 - Regularly update actual quantities and track item movements.
- **Issuing Materials:**
 - Prepare and issue materials to departments or clients based on approved requests.
 - Accurately record all issuance transactions.
- **Stocktaking (Inventory Counting):**
 - Conduct periodic stocktaking (monthly, quarterly, annually).
 - Match physical stock with records and investigate any discrepancies.
- **Monitoring Stock Levels:**
 - Monitor available quantities and maintain minimum and maximum stock levels.
 - Generate purchase requests when stock levels are low.
- **Ensuring Warehouse Safety and Security:**
 - Implement and follow occupational safety procedures.
 - Maintain cleanliness and organization, and ensure fire and theft protection measures are in place.
- **Coordination with Other Departments:**
 - Communicate with the purchasing department to replenish stock.
 - Coordinate with the finance department regarding quantities and costs.