



## Mohamed Elfatih Hamed

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Eastern Province

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**Professional Accreditation**  
Saudi Council of Engineers

## Education

Sudan University of Science &  
Technology  
Mechanical Engineering in  
Production (3) years (2005)

Sudan University of Science &  
Technology  
Bachelor of Technical  
Education (2011)

## Training courses

Professional sales  
management Sales and  
Marketing Program Beirut,  
Lebanon 2010

## Objectives

To obtain a management position, in which I am given the opportunity to play a direct role in the unlimited growth and success of solid organization.

## Project Manager

Dammam Urgent Housing Compound Project  
(GYG Korean Elevators)  
Dammam, Saudi Arabia  
November 2020



### Duties

- Comprehensive planning, development and implementation of elevator project management
- Preparing the installations plan and following up with the work team, supervising work team and safety procedures in the site and ensure their compliance with it.
- Managing and providing work equipment for the project and monitoring procurement Leading the work team for the implementation of projects (small buildings, towers) starting from developing plans, controlling costs, Time table, quality, shop drawing, technical information.
- Managing the team and contracts, and supervising the implementation and handover process.
- Co-operating and coordinating with the owner, the consultant, the contractor and representatives of government agencies regarding design and implementation, quality, percentage of work completion, letters and correspondence.
- Organize work teams and monitoring the performance and productivity of their work.
- Preparing and updating weekly or monthly reports of work.

## Sales & Overseas Purchasing Manager

Wittur German Elevators  
Riyadh, Saudi Arabia  
October 2018-March 2020



### Sales Duties

- Achieve growth and hit the sales target of the company.
- Create the annual and monthly sales plan and strategies.
- Generate leads and searching new opportunity ,attract new customers to the company, Supervising the work of the sales department ,achieving sales goals,
- Developing the sales force, training them on the product and encouraging them.
- Achieve sales goals (monthly - annual).
  
- Participating in the marketing of product (WITTUR) inside the Kingdom and explaining the product specifications to customers, governmental and private sector.
- Follow-up on the (Tenders and Bids) platform to communicate with customers and

## Technical Skills

Elevators and escalators,  
HVAC Firefighting System ,  
Power Generation

## Management skills

Professional Sales, External  
Procurement, New Business  
Development, Project  
Management Strategic  
Planning, Operations  
Management, Account  
Management, Public Speaking  
Skills, Team Development  
Contract negotiation, time  
management

## Computer and Office

Microsoft Office, Excel, AutoCAD,  
ERP, Internet, Oracle

## Languages

Arabic – English

**LinkedIn:**



Submit quotations, identify the competitors' prices and services and knowing the product's position in the market.

- forge a successful & strong business relationships with clients, following them up, and working closely to establish a partnership with them,
- Coordinate with the Maintenance and Installation Department to ensure the excellent customer experience.
- Negotiate contracts and quotations with clients.
- Perform daily Meeting with the sales and administration team, identify problems and challenges, and working to solve them.
- Arranging customer visits to the factory, making training courses to institutions and companies.

### Purchasing Duties

- Seeking for international - well-known suppliers and selecting the best price and quality product's ,communicate with the approved supplier (Wittur) and building solid relationships with proposed suppliers in order to make strategic partnerships.
- Prepare suppliers lists, products, and arranging them according to the product's classification.
- Receiving purchase orders from the Sales and Projects Department, issuing the purchase order to the supplier, coordinate with the warehouse to check the stocks.
- Reviewing the incoming quotations, compare and analyzing them,
- Review the budget of purchase orders with the financial department and obtain approval from senior management.
- Negotiate with suppliers to obtain the best final price to approve the payment order. - Register new products on the Saber platform and the creation of a conformity certificate request for the shipment, Review contract policies with suppliers in coordination with the Legal and Financial Department.
- Preparing a weekly and monthly report on product status and comparing it with stock status. Meeting with the management and a representative of the supplier (Wittur) and discussing the order status and workflow.
- Training and developing the procurement team and motivate them to work in a harmonious and fruitful manner.
- Maintain internal and external purchase requisition files, quotations and contracts.
- Follow up the purchase and payment orders, place the product, and follow the manufacturing products schedule. Review the requests received from the Projects and Maintenance Department, send them to the approved suppliers, follow up on them, and coordinate with the factory, the shipping company, and the forwarder until they are received, examined, and make sure that they match the required purchase order.

## General Area Supervisor

### Sales & Projects

Rakan Lifts Co.for Trading

Jeddah-Saudi Arabia

Oct 2016 – Sep 2018



## Tech.Sales Engineer

Sakr Power Generation Co.

Khartoum -Sudan

